The members of the Adams State College President’s Executive Council convened in a regular meeting on January 19, 2009 in the President’s Conference Room.

**Call to Order:** President Svaldi called the meeting to order at 9:10 a.m.

**Attendance:**

- Joel Korngut – Present
- Bill Mansheim – Present
- Isabel Medina-Keiser – Present
- Larry Mortensen – Excused
- Michael Mumper – Present
- Tracy Rogers – Present
- David Svaldi – Present
- James Trujillo – Present

**Guest(s):**

- Heather Heersink, Budget Director
- Jenny Yund, Budget Analyst
- Frank Novotny – Associate Provost

**Approval of Summary**

The January 5, 2009 summary was approved.

**Vacancy Savings & Reserve Balance**

Jenny Yund, Budget Analyst, and Heather Heersink, Budget Director, presented a vacancy savings and reserve balance report as of December 31, 2008.

**Agenda Items**

**Early Retirement Update**

Tracy Rogers, Human Resources Director, informed Council that an e-mail enquiry had been sent out to all faculty and classified staff regarding early retirement and had received over 20 responses. Of those, about half were seriously considering taking advantage of the incentive and are being reviewed for eligibility. She did note that those employees who have already conveyed their intent to retire may not be eligible for the incentive.
**Budget Shortfall/All-campus Meeting**

Provost Mumper summarized a recent Cabinet meeting which discussed the best methods to communicate to the campus how the institution is dealing with the budget shortfall. Suggestions were to hold meetings to inform the campus community of various aspects of the budget and give the overall financial “big picture”; send out weekly e-mail updates; establish a budget update website to keep the ASC community updated on the College’s budget situation; and develop a “virtual suggestion box” to allow the campus community to provide feedback/ideas on how to reduce the budget deficit. It was decided to hold two meetings, one on Wednesday, January 21st at 4:00 p.m. in the ASC Theatre of Performing Arts building or Carson Auditorium, and one on January 22nd at 6:45 a.m. in Porter Hall, room 130, to give everyone an opportunity to attend. A campus-wide e-mail will be sent regarding the meetings.

Discussion continued with Joel Korngut, Director of the Office of Equal Opportunity, providing many suggestions on how to reduce operating expenses.

**Martin Luther King Jr. Week**

Joel Korngut, Director of the Office of Equal Opportunity, and Isabel Medina-Keiser, Diversity Officer, informed Council of the Martin Luther King events that will take place the week of January 19 – 23, 2009. Activities include various documentaries, lectures and an “MLK march” from Milargo’s Coffee Shop to the ASC campus. All were encouraged to attend.

**Adjournment**

The meeting adjourned at 10:38 a.m.