The members of the Adams State College Cabinet convened in a regular meeting on Monday, January 21, 2008 on the campus of Adams State College, President’s Conference Room.

**Attendance:**

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<thead>
<tr>
<th>Name</th>
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<tr>
<td>Bruce Landis</td>
<td>Present</td>
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<tr>
<td>Bill Mansheim</td>
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<tr>
<td>Larry Mortensen</td>
<td>Present</td>
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<tr>
<td><em>Michael Mumper</em></td>
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<td>David Svaldi</td>
<td>Present</td>
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<tr>
<td>James Trujillo</td>
<td>Present</td>
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(*Facilitator)

**Guest(s):**

- Jenny Yund, Budget Analyst
- Heather Heersink, Budget Director

**Approval of Summaries**

The January 7, 2008 summary was approved.

**Vacancy Savings & Reserve Balance**

Jenny Yund, Budget Analyst, and Heather Heersink, Budget Director, presented a brief vacancy savings and reserve balance report.

**Miscellaneous Items**

Jake Streeter, Chair of the National NCAA Division II Student-Athlete Advisory Committee, gave a brief introduction and explained his role in NCAA Division II Athletics.

Michael Mumper, Provost, informed Cabinet that Dr. Sandy Starnaman has announced her intent to retire on July 1, 2008.

Bruce Landis, Vice President of Institutional Advancement, announced that he has been asked by the Daniels Fund to help conduct interview for Daniels Fund Scholarship on campus. He also informed the group that he would not be present at the February 4th
Cabinet meeting due to my being invited to be a presenter at an endowment and foundation conference in California, Sunday through Wednesday.

Bill Mansheim, Vice President of Finance and Administration, informed Cabinet that Mr. Sam Ryker, LTC Operations I, has announced his intent to retire March 31, 2008.

Larry Mortensen, Interim Athletic Director, informed Cabinet that the Colorado Potato Administrative Committee has donated $25,000 towards the purchase of a new bus for athletics.

James Trujillo asked that all agenda items for the February 2008 Board of Trustees meeting be submitted electronically by E.O.B. Monday, February 4, 2008.

**Agenda Items**

**Update on State Allocation**

President Svaldi informed Cabinet that he will be attending CEO meeting where it’s anticipated that next year’s budget numbers will be confirmed. He anticipates that the state allocation will be around 7.7% and that the use of the NCHEMS study analysis as a means of distributing general funds for higher education will be postponed until the next budget year (FY09).

**Enrollment Update**

Michael Mumper, Provost, presented an update on current enrollment numbers and admissions data. Both undergraduate and graduate Teacher Education enrollment are down significantly. Housing numbers for the spring of 2008 are also down by 11 year-to-date. Additionally, new applications for admission for the fall semester of 2008 are up considerably.

**Faculty Retirement and Awards**

President Svaldi informed Cabinet of requests he has received from several upcoming faculty retirees. Several faculty who plan to retire have expressed the desire not to be recognized during the commencement ceremony as they feel commencement is a time for the students. A suggestion of incorporating retiree recognition into the annual retirees banquet was discussed. Provost Mumper will speak to department chairs and ask for their suggestions and report back to Cabinet at a later date.
Reallocation vs. Adding Positions

Cabinet discussed the need to evaluate whether various positions on campus need to be reallocated or if adding positions is necessary or feasible and what data would be needed to make said decisions. Further discuss on the matter will continue at a future Cabinet Planning session. No action was taken at this meeting.

Valley-Wide Health Systems Free Clinic

Larry Mortensen, Interim Athletic Director, asked for Cabinet feedback/approval regarding an offer from Valley-Wide Health Systems to provide and no-cost medical clinic to all campus students, faculty and staff. Cabinet approved of the service pending consulting Tracy Rogers for any liability issues.

Next meeting of Cabinet

The facilitator for the February 4, 2008 Cabinet meeting will be Larry Mortensen.

Adjournment

The meeting adjourned at 10:50 a.m.