The members of the Adams State College Cabinet convened in a regular meeting on Monday, January 22, 2007 on the campus of Adams State College, President’s Conference Room.

**Attendance:**

Guy Farish – Present
* Georgia Grantham – Present
Bill Mansheim – Excused
Ken Marquez – Present
Teri McCartney – Present
Larry Mortensen – Present

Mike Nicholson – Present
Frank Novotny – Present
David Svaldi – Present
Sandra Starnaman – Present
James Trujillo – Present
Julie Waechter – Present

(*Facilitator)

Guest(s): None

**Approval of Summaries**

The January 15, 2007 Cabinet summary was approved.

**Announcements:**

Frank Novotny will be out of the office January 23rd.

Julie Waechter will be out of the office the week of January 29th. In her absence, all communication needs will be handled by Linda Relyea.

Sandy Starnaman and Georgia Grantham will be out of the office January 24th – 26th.

President Svaldi will be out of the office January 23rd – 24th.
Ken Marquez informed Cabinet that Kristina Daniel, First Year Experience and Engagement Coordinator, has accepted a position with the San Luis Valley Mental Health Center. Her last day will be February 9, 2007. All acknowledged her contributions to Adams State and wished her well with her future endeavors.

Mr. Marquez announced the hiring of a new Administrative Assistant for the Department of Public Safety. Ms. Andrea Martinez will start work on February 1, 2007.

Georgia Grantham informed Cabinet that the ASC Admissions Counselors recently attended an extensive recruitment training that provided new recruitment ideas and objectives. Meetings with department chairs will be scheduled to further gain feedback on their needs and recruitment criteria.

Guy Farish reminded Cabinet that there will be no Cabinet Planning Session on January 24th. The next Planning Session meeting is scheduled for Wednesday, January 31st at 2:30pm in the President’s Conference Room.

**Policy**

**Voice Mail Policy – Vote.**

Cabinet briefly discussed the final draft of the proposed *Voice Mail Policy*. The policy was approved by consent. Said policy will be posted on the Department of Computing Services website.

**Action Items**

**Technology Fee**

Cabinet discussed a proposal to increase the Student Technology Fee to cover costs of campus-wide wireless and other technology projects across campus. Questions regarding on/off-campus students, specifics of what the fee covers, timelines, and amounts were discussed and will be readdressed at the January 29, 2007 meeting of Cabinet.

**Information Items**

**HLC Day of Reflection – Student Session**

Ken Marquez presented feedback pertaining to questions asked of ASC student at the recent “Student HLC Day of Reflection” session.
Development Courses

Ken Marquez presented Cabinet with statistics regarding ASC student’s standing in various developmental courses. Discussion followed.

Banners on Buildings

Cabinet discussed the placement and location of banners on campus. Concerns of hanging banners on buildings and the method of affixing said banners is a concern due to possible structural and aesthetic reasons. A proposal to hang banners across main street and near the downtown bridge was discussed. A proposal will be drafted to present to Alamosa City Council. Also discussed was the “ownership” of buildings on campus.

Next meeting of Cabinet

The facilitator for the January 29, 2007 Cabinet meeting will be Teri McCartney.

Adjournment

The meeting adjourned at 10:35am.