The members of the Adams State College Cabinet convened in a regular meeting on Monday, January 29, 2007 on the campus of Adams State College, President’s Conference Room.

**Attendance:**

Guy Farish – Present
Georgia Grantham – Present
Bill Mansheim – Present
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 – Excused

(*Facilitator)

**Guest(s):** Patrick Roybal did not attend the meeting.

**Approval of Summaries**

The January 22, 2007 Cabinet summary was approved.

**Announcements:**

Frank Novotny announced that the Zebulon Pike Symposium, “Pike’s Southwestern Expedition” was well attended and a great success. Zebulon Pike’s great, great, great, great, great grandson was in attendance.

Academic Council is meeting Monday, January 29th. All are welcome to attend.

Mike Nicholson announced that starting February 5, 2007, all inactive student e-mail accounts will be purged as part of the department’s annual e-mail server cleaning/maintenance. Criteria for account deletion are those accounts of students with a status of “Incomplete” who have not registered within one year, and Extended Campus student who have not registered for three consecutive semesters.
Larry Mortensen announced that the search for the Women’s Soccer as well as the Men’s Basketball Coaching positions is progressing.

President Svaldi informed members of Cabinet that a consultant will be on campus January 29th and 30th interviewing members of the Department of Teacher Education to assist in addressing issues and concerns in that area.

President Svaldi and members of the Creede Repertory Theatre are meeting next week to discuss a partnership to research and develop products and a possible “Mini Film School”.

Teri McCartney informed Cabinet that phone interviews for the Director for Public Safety will be conducted in the next few weeks.

Frank Novotny will be out of the office February 9th – 14th to attend an ACE conference.

Georgia Grantham will be out of the office February 1st and 2nd.

Sandy Starnaman will be out of the office February 1st, 2nd, 6th and 9th.

**Policy**

None.

**Action Items**

**House Bill 1026**

Cabinet discussed what position the institution should take regarding the mandatory student health insurance policy. Currently, students are required to purchase health insurance if they are not covered by another provider. Cabinet agreed that further information is needed prior to making a decision. Gary Garcia and Bea Martinez will be asked to join next week’s Cabinet meeting.

**Computing Technology Fee Continued**

Cabinet continued discussion regarding the proposed Computing Technology Fee. Bill Mansheim informed Cabinet that the proposed fee requires a recommendation from student government. Cabinet agreed that student feedback would be valuable in making a final decision.

Bill Mansheim motioned that Cabinet seek a positive recommendation from AS&F to increase the Technology Fee to $5 per credit hour for campus-wide wireless and other
technology project, and to include the moving of the college radio station and transmitter
tower. Georgia Grantham seconded. The motion passed unanimously. Mike Nicholson
and Patrick Roybal will make the presentation to AS&F at their next meeting.

Auto Response E-mail Message

Mike Nicholson asked for clarification from Cabinet regarding the request for the
implementation of an “Auto Response” e-mail message that individuals could implement
when they are “out of the office”. It was explained that such a feature could wreak havoc
on the e-mail server by spam e-mails and could be very problematic. Cabinet
unanimously agreed not to have an auto response feature implement and asked that
alternative avenues be researched.

Information Items

House Bill 41

Cabinet briefly discussed implications the institution could face regarding House Bill 41.

Provost Candidates

Bill Mansheim reported that the Provost search has attracted a number of good candidates
and is progressing smoothly. Cabinet was reminded to send their feedback to Brent
Ybarrondo or Di Machado A.S.A.P. Airport interviews for candidates will be scheduled
soon.

ASC Foundation Budget Items

Cabinet briefly discussed the need to readdress requested items submitted to the Adams State
College Foundation for consideration of funding.

Auxiliary Fees

Cabinet discussed the possibility of proposing an increase in Auxiliary Fees to leverage a
bond against in order to build a new student residence structure. Bill Mansheim informed
Cabinet that any increase in Auxiliary Fees would need to go to the student body for
approval. It was suggested to involve students in the planning phases of the proposed
structure. Additionally, Mr. Mansheim informed Cabinet that the swimming pool located
in Plachy Hall is in need of major renovations at a considerable cost which are more than
what is available within the Capital Construction Phases one and two funding.
Work-study Pay Schedule

Frank Novotny brought to Cabinet’s attention the need to adjust the current work-study pay schedule in light of the increase in minimum wage. Georgia Grantham agreed to address this issue at the next Cabinet meeting.

Grizzly Activity Board Program

Ken Marquez briefly informed Cabinet of The Grizzly Activity Board’s intent to bring a “Drunk Driving Simulator” to campus to educate students of the dangers of driving while under the influence of alcohol.

Microsoft “Vista”

Mike Nicholson presented some information regarding Microsoft’s newly released operating system, “Vista”. Although every new Dell computer the campus purchases henceforth will come licensed and preloaded with the new operating system, the decision to install “Windows XP”, which is the campus’s current platform, in its place is due in part to the current number of older computers that exist on campus, and the complexity of maintaining two platforms. Vista requires large amounts of memory, high speed graphics cards, etc., that would prohibit it from operating properly on older computers.

Banners Update

President Svaldi informed Cabinet of his decision to exclude the hanging of banners on the Theatre building after reassessing the visual line-of-sight from the highway, and the possible problem that could result from affixing hangers on the building such as cracking of the stucco, painting, etc.

Next meeting of Cabinet

The facilitator for the February 5, 2007 Cabinet meeting will be Frank Novotny.

Adjournment

The meeting adjourned at 10:48am.