The ASC Cabinet convened a regular meeting on Thursday, January 29, in the SUB, Room 315.

**Call to Order:**
Mr. Mansheim called the meeting to order at 9:10 AM.

**Roll Call of Members:**

- Dr. Benita Brink- Present
- Mr. Mike Nicholson- Present
- Ms Heather Heersink-Absent
- Dr. Frank Novotny- Present
- Dr. Don Johnston-Present
- Ms Tracy Rogers- Present
- Dr. Anthony Laker-Absent
- Mr. Mark Schoenecker-Present
- Mr. Bill Mansheim-Facilitator
- Dr. Dave Svaldi-Present
- Mr. Ken Marquez-Present
- Dr. Diana Wenzel-Present
- Mr. Larry Mortensen-Present
- Mr. Erik van de Boogaard-Absent
- Dr. Michael Mumper-Present

**Guests:**
Mr. Joel Korngut-Director of the Office of Equal Opportunity.

**Approval of Previous Meeting Summary:**
The January 15 meeting summary was distributed prior to the meeting.

MOTION: Mr. Marquez moved to approve the January 15 meeting summary. Dr. Wenzel seconded. Motion passed.

**Approval of Agenda:**
Mr. Mansheim called for changes to the agenda.

MOTION: Mr. Marquez moved to approve the agenda. Provost Mumper seconded. Motion passed.

**Action Items:**

*IT Administrator Access Policy:*
Mr. Nicholson stated that the following changes were added to the policy: II. E. 1. *However, no software will be removed fully coordinating its removal with the workstation user; And to II.E.2. Before the computer is “re-cloned” to the standard configuration, this action will be coordinated with the workstation user.* He also commented with regard to grandfathering-in of current administrators, and that they will be allowed to keep their current access.

MOTION: Mr. Marquez moved to approve the IT policy as amended. Dr. Wenzel seconded. Motion passed.
**Discussion Items:**

*Budget:*
Mr. Mansheim explained that this year’s rescission amount has passed through both houses, and has been signed off by Governor Ritter. ASCs portion for this fiscal year is $557,000.

ASC prepared for this rescission by holding some items on the reserve report to aid in this year’s planning. The expanded Executive Council met and forwarded these and other recommendations to the President for approval. President Svaldi explained that information specific to personnel could not be shared with the campus due to legalities. And the Cabinet agreed that we must continue to be thoughtful in how this information is communicated to the campus.

The rescission amount forecasted for 2009-2010 appears to be only ½ of what ASC estimated; although it is still uncertain at this time whether that amount will remain the same. Another forecast will be announced in March that will be much more accurate. We’ll have a better understanding of what our budget status will be at that time.

There was discussion with regard to the furlough mandated by Governor Ritter. It was stated that the furlough mandate may not apply to ASC. State legislation indicates that the governor does not have direct authority over higher education.

Cabinet continued to discuss that communication with the campus throughout this entire process is vital. Provost Mumper announced that a Virtual Suggestion Blog has been established. Comments will be posted so that all can view them and continue offering suggestions. He will send an email to the campus explaining how to access the blog.

**Information Items:**

*Foundation Update:*
President Svaldi stated that the Foundation Board met to begin work on an MOU with the College; which identifies each party’s obligations to one another. They are moving forward to establish a healthy relationship with the campus.

*New Counselor Education Cohort:*
Dr. Johnston announced that a new state funded cohort has been established in Grand Junction. He explained that all cohorts are being developed as hybrid with little onsite instruction. The Graduate Council is working on a new program approval process that will be brought to the Cabinet for approval. This is a major step in program development here at ASC, which will provide the proper oversight.

*MBA Website:*
A new informational website has been established by the School of Business. Dr. Johnston invited the Cabinet to review it at [www.mba.adams.edu](http://www.mba.adams.edu). Seven applications have been received thus far, and advertising for this program hasn’t even begun!

*CRaP Update:*
Mr. Marquez gave a brief update on current renovation projects on campus. He commented that the committee is moving forward with the Residence Hall and Stadium Project. They will meet with the architect and contractor on February 12, and the goal is to break ground this summer. The Board of Trustees approved everything as of yesterday, and the underwriter is carefully checking the market to see when a good time is to begin selling bonds.
New Business:

New Sports Proposal:
Mr. Mortensen updated the Cabinet on the status of the New Sports Proposal. He shared that there are currently 25 commitments for men’s soccer within one month’s time. These commitments are from North Idaho, Western Arizona, and St. George, Utah. Currently there are 20 in the pool for men’s golf, included in the pool are 7 TSJC students who gave their commitment during Discover Day. There has been good feedback for the cheer program; there is a market out there. An upcoming recruiter fair, and cheer tryouts in April will help recruiting efforts. Emphasis still needs to be placed on the women’s swim program. He stated that ASC will have some solid overall numbers in March and April. His staff continues to work every Wednesday with the Admissions staff in recruiting. It appears that most of our recruiting is coming from Jr. College transfer students.

Retention Rates:
Provost Mumper reported that our retention rates are up 8%. Currently our rate is 92%, and we’ve added 10 new students from fall to spring. Last year our fall to spring retention rate was 78%.

HLC Preparation:
President Svaldi mentioned the upcoming site visit on October 12-13. An HLC preparation document will be forthcoming. He met with Dr. McCartney who has requested help with the authority piece in obtaining materials, etc. She’s also indicated that she needs input by May from the 4 standing committees.

Community College Status:
Mr. Mansheim reported that ASC qualifies for Amendment 50 funding based on our statutory mission. This funding will come in the form of supplemental student aid, and for courses and programs. Mr. Mansheim indicated that it will be at least 2 years before any results are seen.

Virtual Suggestion Box:
Provost Mumper announced the creation of the new Virtual Suggestion Blog located at the www.adams.edu/vsb site. This will allow the campus to view the suggestions that have been submitted thus far, and be able to comment on them.

State Stimulus:
Mr. Mansheim reported that with monies being available for construction, we could submit a proposal for the ES Building project; this will free-up some of our capital fee monies.

One Card Office:
Mr. Marquez announced that the One-Card Office has been relocated to the 3rd floor of the SUB.

Adjournment:
MOTION: Mr. Mansheim moved to adjourn. Meeting adjourned at 9:55 AM.

Respectfully Submitted,
Donna L. Griego,
Program Assistant-Provost Office