The ASC Cabinet convened a regular meeting on Thursday, February 12, in the SUB, Room 315

Call to Order:
Provost Mumper called the meeting to order at 9:03 AM.

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

Approval of Previous Meeting Summary:
The January 29 meeting summary was distributed prior to the meeting. With a minor correction, they were approved.

Approval of Agenda:
There were no changes to the agenda.

Action Items:
Approval of the Graduate School Admission Requirement:
Dr. Johnston distributed a copy of Graduate School Admission Requirements Changes. He stated that student demographics are changing. Today’s working graduate student is at the age of 30 or higher, and has been out of college for approximately 8-10 years. Changes to ASC's transcript policy now require that official transcripts from all higher education institutions attended be submitted to ASC, and the most previous 30 hours of all coursework will be used to calculate the student’s GPA for ASC admission. These changes take into consideration the typical working adult’s educational history, and provide a more realistic GPA calculation, rather than using data which may have occurred over 15 years ago. Each department will be allowed to require additional criteria for admission.

MOTION: Mr. Ken Marquez moved to approve the Graduate School Admission Requirements as proposed. Dr. Frank Novotny seconded. Motion passed with all in favor.

Discussion Items:
HLC Site Visit Preparation:
President Svaldi referred to a copy of the HLC notes that he distributed prior to the meeting. He stated that a mandated focus visit is scheduled for October 12 and 13 of this year. Dr. Teri McCartney will be preparing the final report, and has requested that all documentation used to address the standards be submitted to her by May 15. The areas that need to be addressed are Assessment, Shared Governance,
Strategic Planning, and Administrative Structure. All were encouraged to submit documentation, especially if it demonstrates that we have made changes to our academic programs because of student feedback. Various surveys have been conducted, data has been compiled, and meetings have been held to disseminate information. This evidence will provide the basis to meet guidelines. Updating our website to include our most current organizational structure, and posting documentation regarding our voluntary system of accountability was discussed. President Svaldi asked for a team of three individuals to attend a preparatory conference in Chicago. He will follow-up on logistics of the Peer Evaluation Training academy held prior to the conference; individuals with CFO and budget backgrounds are strongly encouraged to attend.

Budget:
Mr. Mansheim announced that there are no new provisions to report. Most everything that the governor has requested has been met, as well as all negative supplemental items for the current year. A long bill will go to the floor by the first week in March, and the next forecast is scheduled for March 20; so we won’t know any new information until then. As of yet, the furlough mandate is uncertain. He stated that all information released to the papers is fairly accurate. Our AG has confirmed that we can apply for Gambling Bill funding; although, community colleges may not be too anxious about including us in the mix. We may want to think about lowering our tuition rates for students enrolling into our 2-year programs. ASC will be lobbying at the State level and applying for federal stimulus funding for the Richardson Hall renovation project instead of the ES Building project. He stated that Period 7 Financials look good.

Information Items:
CRaP Update:
Mr. van de Boogaard reported that the meeting with the architects will occur today rather than February 6 as previously announced. Focusing on the needs of the new building is the agenda for today, as well as work on the design process. An audit will be conducted by the TRANE Energy Service Company to determine which campus buildings need to be included in on the energy performance contract. A proposal to look at geothermal wells to heat and cool the campus is being planned; potential well sites are being considered. To heat the campus, one 5000 foot deep well at one end of the campus will be heated to 120 to 150 degrees, water will be transferred into another well located at the other end of the campus. Two shallower wells will be located on campus to transfer water into, to cool the campus down in the summertime. There is federal grant funding available to assist with the geothermal project, and they may want to use ASC as a test site. The intent is to go Green with a geothermal heating and cooling system that will reduce the need for natural gas usage. The savings to the campus will be noticeable in approximately 2 years after implementation.

Bond financing will go to market the end of next month in time for all of our renovation projects. Renovation to the ES Building and the Coronado Wing is scheduled to begin in the summer.

The design team will re-evaluate to see if they can meet the timeline schedule to renovate the high rise apartments. A first opinion report from the architects is that the lifespan for the apartments is within 5-10 years. The second opinion indicates that there are problems, but a lifespan of at least 20 years is probable. The stairs need to be replaced, and there is damage to the walkways. It was suggested that the balconies be enclosed to conserve energy.

An alternate entrance will need to be built for Rex Gym while the stucco project is being conducted.
Campus parking will be an issue during construction times. Sections of parking lots will be closed-off in phases, based on project timelines. Erik gave an update on the issues associated with creating a temporary and a permanent parking lot in the space across the street from the ES Building. This is where Public Safety and the Radio Station used to be. To prepare a temporary lot, the campus will have to meet all regulations required for a permanent lot. There are damage requirement issues that come into play, and lighting requirements need to be met. We’ll have to invest in preparing the ground to place asphalt on top, and traffic flow needs to be identified. Lots/blocks need to be planned out. Temporary parking lot costs are in the vicinity of $125,000. If the campus wants to convert the lot into a permanent parking area, the entire lot will need to be re-compartmentalized and the costs associated with permanent parking are approximately $450,000. There are asbestos abatement issues associated with the removal of Casa Del Sol. If we include that space, there could be up to 90 parking spaces available.

Erik reported that final renovation to the old Art Building, which is now the Community Outreach Center, includes construction of a community classroom/meeting room. Planetarium classrooms were packaged together in the grant.

**New Business:**
None

**Adjournment:**
MOTION: Ms Heersink moved to adjourn the meeting.

Meeting adjourned at 10:05 AM.

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