The ASC Cabinet convened a regular meeting on Thursday February 23, 2012 in the Student Union Building, Room 315.

Call to Order:
Mr. Mansheim called the meeting to order at 2:30 P.M.

Roll Call of Members:
Dr. Stephen Aldrich – Present
Mr. Eric Carpio - Present
Mr. Jeff Cook – Present
Mr. Kevin Daniel - Present
Professor Margaret Doell - Absent
Ms. Heather Heersink - Absent
Ms. Lori Laske - Absent
Ms Tammy Lopez - Present
Mr. Bill Mansheim - Facilitator
Mr. Ken Marquez - Present
Mr. Larry Mortensen - Present
Dr. Michael Mumper - Present
Dr. Frank Novotny - Present
Ms Judy Phillips - Absent
Ms Tracy Rogers - Present
Mr. Walter Roybal - Present
Mr. Mark Schoenecker - Present
Dr. Dave Svaldi - Absent
Mr. Erik van de Boogaard - Absent

Guest: Dr. Amanda Jojola, Director of Nursing.

Approval of Agenda:
The Consent Agenda was amended to include two additional Intent to Apply for a Grant (ITA) Forms: Denver Museum of Nature and Moore Charitable Foundation.

At the request of Dr. Novotny, the Intent to Apply for a Grant: U.S. Department of Education/Cooperative Grant w/UNM was moved to Discussion Item B.

Consent Agenda:
The following items were presented:

- January 26, 2012 Meeting Summary
- Intent to Apply for a Grant: Denver Museum of Nature and Sciences
- Intent to Apply for a Grant: Moore Charitable Foundation

MOTION: Mr. Mansheim moved to approve the agenda as amended. Mr. Marquez seconded the motion. All were in favor.

Action Items:
Approval of Early College Proposal:
Mr. Roybal revised the previous draft proposal to include a statement under the Adams State College Early College heading, The proposal provides the opportunity for students successfully completing 15 semester hours or more of Adams State College credit through online delivery, College @ High School or concurrent enrollment with an opportunity to earn a $1000 scholarship for their first year of enrollment as a first time student at Adams State. He thanked everyone for providing feedback and is now presenting the proposal for final approval.
MOTION: Dr. Novotny moved to approve the Early College Proposal as presented. Dr. Aldrich seconded the motion. All were in favor.

Approval of Nursing Fees:
Dr. Jojola explained the need to implement additional student fees for assessment to meet program accreditation criteria. The following fees are provided below:

- Tuition Differential: Already exists at $15.00/credit hour. However this fee alone is insufficient in covering expenses incurred in the nursing curriculum.
- Assessment Fee: This fee covers HESI Testing and support services which prepares students for their licensure exam upon graduation and allows faculty to assess student learning and teaching practices. A total of 17 exams are given to students throughout the program and 2 RN exit exams are given prior to graduation.
- Course Specific Fee: This fee covers lab supervision and instructional supplies/equipment for the following courses: Fundamentals, Med Surg I & II, Health Assessment, OB, Pediatrics, Psychiatric Nursing, and Community Health.
- Matriculation Fee (Drug Screening): This fee covers the cost of annual random drug screening to ensure the safety of patients in clinical settings and meet clinical requirements.
- Application Fee: This fee supports the student information and records system in the nursing program. As student enrollment increases; so do administrative costs.

The Cabinet discussed combining the Drug Screening Fees and the Application Fees along with the Course Specific Fees into one proposal for approval at today’s meeting. These fees are similar in nature and will require presentation to the AS&F Council. The Council will post the fee notice for 30 days according to policy; then, these fees can be included into the tuition/fee structure for each Fall Semester course specified.

The tuition differential is a bit more complex as the Financial Accountability Plan (FAP) has already been submitted for preliminary approval to the Commission’s Subcommittee. The Cabinet suggested Mr. Mansheim and Ms. Heersink meet with Dr. Jojola to discuss combining the Assessment Fee with the Tuition Differential to rebase the budget, as a differential amount will need to be determined. Once this has been determined, a proposal will go forth to the next meeting of the Cabinet.

MOTION: Mr. Roybal moved to approve the Nursing Course Specific Fees; Drug Screening Fee; and the Application Fee to go forward to AS&F for 30-day notification for Fall 2012 Semester implementation. Dr. Mumper seconded the motion. All approved.

Discussion Items:
1st Reading: Hazing Policy:
Mr. Marquez indicated a request from the student body to charter a Greek sorority/fraternity on the campus. To begin the process, he has worked with some individuals to develop a Hazing Policy. The Policy is comprised of the following sections:

- Philosophy
- Implementation
- Definition
- Actions/Activities Prohibited
- Enforcement

He asked the Cabinet to review the policy and provide feedback as he would like to present the Policy for approval at a future Cabinet meeting.
Intent to Apply for a Grant: U.S. Department of Education/Cooperative Grant w/UNM:

Dr. Mumper indicated the grant is a cooperative effort with ASC and UNM-Taos. The focus is to increase access to post-secondary education and improve the persistence and degree attainment levels of Hispanic and low-income students at each institution. The project addresses 3 critical problems 1) limited regional access to a diversity of baccalaureate degrees; 2) overall low bachelor degree attainment and minimal academic support for regional distance students; 3) limited infrastructure and resources to support distance program expansion, including leadership capacity among administrative staff. The project encompasses three goals:

- Undergraduate program development through collaborations to expand distance degree programs, including faculty training and incentive in online pedagogy and articulation between the 2-year and 4-year partner institutions
- Distance delivery of academic support such as tutoring (Writing Studio) and academic advisement
- Infrastructure and resource capacity building, including installation of technologies (i.e., ASC studio upgrades, bandwidth increase, improved digital library services/computers; UNMT video studio; community distance education access stations) and staff professional development.

The 5-year program will bring a minimum of 6 degree programs online (UNMT; AA/AS; ASC; BA/BS), including RN to BSN, BS Health Care Administration, Education, and Sociology. The Project Period is October 1, 2012 and runs until September 30, 2017. Total cost for the project is $3,875,000 that will be funded by the U.S. Department of Education. There are no In-Kind Costs that ASC will be required to fund. The proposal is due March 15, 2012.

The Cabinet AGREED THAT Drs. Mumper and Novotny meet with Mr. Roybal to discuss the impact to the campus. This item will be placed back on the Consent Agenda for the March 8, 2012 Cabinet meeting.

Information Items:

Budget:
Mr. Mansheim announced the FAP was approved by the Board of Trustees at the last meeting, and has been tentatively approved by the Commission’s Subcommittee. Formal approval will take place on March 2, 2012. The Governor and the JBC have not recommended a salary survey for Classified Employees; however, Senate Bill 3 will introduce alternative compensation for Classified Staff. The Governor will also be picking up health premium increases for Classified Employees as well. The CBC approved Capital Construction monies at level 1 and 2; the JBC still needs to vote. This means ASC’s Track Renovation Project may be funded.

Strategic Planning Updates:
The next Strategic Planning Meeting will take place on March 3, 2012.

Campus Internet Link Redundancy:
Mr. Daniel has been working with the Internet Service Provider SkyWerx to provide increased Bandwidth for not only the campus; but the entire Valley. Space will be leased on top of the Residence at Rex where a satellite dish will be placed. This allows for many possibilities in how we want to open up our bandwidth capabilities.

Upcoming Oracle and Banner Upgrade Potential Dates:
Mr. Daniel indicated the new set-up will provide 2 database servers to provide redundancy (back up) for the campus. However, he stated there will be a minor imposition for campus users in the transition phase. A testing mode will begin March 19 through April 6, users will be notified. On April 13, an upgrade will take place around 3:00 or 4:00.

Electronic Vote Outcome: January 26, 2012 Budgetary Action:
Ms. Griego announced the outcome of the electronic vote for the January 26, 2012 budgetary action. Fourteen were in favor, and one abstained.
University Name Change:
Mr. Mansheim reported that the Name Change Bill has gone through the House State Committee; however, the Bill still remains to be placed on the calendar. While there is much support to move ASC’s Bill forward, the Speaker is waiting for approval of Western State’s Bill and Metro State’s to submit them all together. A meeting will take place to determine whether ASC’s Bill can be scheduled alone.

New Business:
No new business was presented.

Adjournment:
The meeting adjourned at 3:35 P.M.

Respectfully Submitted,

Donna L. Griego,
Assistant to the Senior Vice President