CABINET

Summary of Meeting

April 2, 2008

2:30-4:00

Library 104

The ASC Cabinet convened a regular meeting on Wednesday, April 2, in the Nielsen Library, Room 104.

Call to Order:
Provost Mumper called the meeting to order at 2:40 p.m.

Roll Call of Members:

Dr. Benita Brink - Present
Ms Heather Heersink - Present
Dr. Bruce Landis - Absent
Mr. Bill Mansheim - Present
Mr. Ken Marquez - Present
Dr. Teri McCartney - Present
Ms Andrea Benton-Maestas - Present

Mr. Larry Mortensen - Present
Dr. Michael Mumper - Facilitator
Mr. Mike Nicholson - Present
Dr. Frank Novotny - Present
Dr. Sandra Starnaman - Present
Mr. Mark Schoenecker - Present
Dr. Dave Svaldi - Absent
Mr. Erik van de Boogaard - Present

Guest: Mr. Phil Schroeder, Director of Financial Aid.

Reading of Minutes of Last Meeting:
Provost Mumper asked for corrections to the minutes of March 19, 2008, which were distributed via email prior to the meeting. Dr. Novotny conveyed minor changes.

MOTION: Mr. Mansheim MOVED TO accept the minutes of March 19 with minor corrections. Mr. Nicholson seconded the motion. MOTION PASSED.

Agenda:

Tuition and Fee Costs:
Mr. Schroeder asked the group to clarify next year’s tuition and fee costs, so that Financial Aid counselors and recruiters can convey this information to students and parents. He stated that without providing this information upfront, parents and students are confused as to what it will cost to attend ASC in the fall. Various strategies for implementing tuition and fee increases were discussed and it was suggested that in addition to the 7.5% tuition increase, the 7% capital fee increase be split, one half in the fall and one half in the spring. It was decided to breakdown the construction bond financing portion of the capital fee from $7.00 to $3.50; $1.75 will go toward the auxiliary fund and $1.75 toward the general fund. The total capital fee referendum breakdown next year will be $6.50 instead of the $10.00 originally introduced.

MOTION: Dr. Novotny MOVED THAT the construction bond financing portion of the capital fee be split at a constant rate of 3.5 in the fall and 3.5 in the spring. The total capital fee is set at $6.50 and the remaining portions of the capital fee breakdown will stay the same. Mr. Marquez seconded the motion. MOTION PASSED with one vote opposed and one abstention.
Graduate Tuition:
Dr. McCartney asked for clarification of the motion made at the March 19 meeting on graduate tuition.

New Business:

Good Neighbor Scholarship:
Dr. McCartney presented a Graduate Good Neighbor and Recruiting Scholarships proposal. She explained that in the past, the Graduate School has not had funds to offer for recruiting purposes. At the start of this academic year, Good Neighbor funds were used to bring new graduate students to campus. The proposal suggests that two funding sources be used for graduate school recruiting.

The first fund would provide 25 Good Neighbor Scholarships for recruiting new students for a total of $45,000. Once the students graduate, the remaining monies would constitute the second fund. After discussion, it was suggested that a set of criteria be developed.

MOTION: Mr. Mansheim MOVED TO accept the proposal of $45,000 going toward Good Neighbor Scholarships for graduate students AND the remainder in recruitment and retention monies. However, $32,400 will be restricted for next year’s grandfathering in. Dr. Novotny seconded the motion. MOTION PASSED.

Athletic Scholarship increases in relation to the Good Neighbor Scholarship were discussed with no final decision being made.

Capital Fee Proposal:
Mr. Mansheim distributed a copy of the Capital Fee Proposal Breakdown. There were questions about the Scholarships and Grants categories and whether the General Fund Endowment rate should be changed. He also clarified that an auxiliary scholarship is used for housing or meal plans. After discussion the following motion was made:

MOTION: Mr. Mansheim MOVED TO allow 25% of the revenue collected from the capital fee increase to build an endowment for scholarships and grants; building repair; technology upgrades, and equipment repair. Mr. Marquez seconded the motion. MOTION PASSED.

Cabinet discussed the awarding of individual scholarships and IT WAS SUGGESTED THAT a tiger team be formed to establish a scholarship policy so that Financial Aid personnel can begin awarding for next year. Provost Mumper will call a small group together and Ms Heersink will provide revenue estimates. Provost Mumper asked for volunteers and/or recommendations to serve on this team.

Provost Mumper reminded Cabinet that during the capital fee campaign, students were promised that they would be included in all planning phases. They were also promised that they would see immediate results once the fee was passed.

To fulfill our promise to the students, Provost Mumper will also convene a separate tiger team to set priorities for fall. The charge of this team is to identify short term priorities and
to provide a long term plan. Proposals will be taken to student groups for discussion and feedback. Mr., Marquez will coordinate with student assistants and Mr. van de Boogaard will chair this tiger team. The first meeting will take place on Friday, April 11, 2008 at 3:00.

**Bond Refinancing:**
Mr. Mansheim distributed a *Refunding of Revenue Bonds* report that was prepared for the Board of Trustees. He indicates that ASC would receive $3.2 million in cash should we decide to convert our current 20-year bond to 30-years. Mr. Mansheim explained that refinancing would create a huge risk factor for ASC, and he strongly suggests that we not do so. The report indicates a strong financial viability ratio for ASC. It compares our strengths in managing our debt to other Colorado institutions that aren’t quite as secure as ours. IT WAS SUGGESTED THAT we also formulate a subcommittee of the capital fee tiger team to determine a long-range debt policy.

**Other Business:**
*Title V:*
Mr. Nicholson reported that he had just returned from a Title V Conference in Albuquerque. Proposals for a new Title V grant are being accepted, it’s worth $200 million and the duration of the grant is 2 years. The first step in the process is to submit a designation of eligibility. Once this hurdle has been met, ASC can decide whether they would like to submit a formal proposal. IT WAS RECOMMENDED TO move forward with the first step and then decide whether to formulate a tiger team to plan out a proposal process. There were no objections.

*Banner Upgrade:*
Mr. Nicholson reported that the server purchased to upgrade the Banner system had a glitch, so the upgrade is on hold until another server arrives. Possible upgrade dates are April 17 and 18.

*Information Technology Plan:*
Mr. Nicholson announced that the Information Technology Plan (IT) is finished and asked whether he should submit the plan to Cabinet for approval. IT WAS DETERMINED THAT Cabinet would be the next step in the approval process.

**Adjournment:**
MOTION: Mr. Mortensen MOVED TO adjourn the meeting. Mr. Mansheim seconded the motion. MOTION PASSED.

With no further business, the meeting adjourned at 4:20 P.M.

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