The ASC Cabinet convened a regular meeting on Thursday April 12, 2012 in the Student Union Building, Room 315.

Call to Order:
Dr. Mumper called the meeting to order at 2:01 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 - Present
Ms. Heather Heersink - Present
Ms. Lori Laske - Present
Ms Tammy Lopez - Absent
Mr. Bill Mansheim – Absent
Mr. Ken Marquez - Present
Mr. Larry Mortensen - Present
Dr. Michael Mumper - Facilitator
Dr. Frank Novotny – Present
Ms Judy Phillips - Present
Ms Tracy Rogers - Present
Mr. Walter Roybal - Present
Mr. Mark Schoenecker - Present
Dr. Dave Svaldi - Present
Mr. Erik van de Boogaard - Absent

Guests: Ms. Karla Hardesty, Assessment Coordinator/Enrollment Management Project Manager; Mr. Phil Schroeder, Financial Aid Director.

Approval of Agenda:
The agenda was amended to add Action Item F-Approval of Denver Scholarship Foundation Supplemental Budget Request.

MOTION: Dr. Novotny moved to approve the agenda as amended. Dr. Aldrich seconded the motion. All were in favor.

Consent Agenda:
The following items were presented:
- March 22, 2012 Meeting Summary
- Intent to Apply for a Grant: Colorado Space Grant

MOTION: Dr. Aldrich moved to approve consent items as presented. Mr. Marquez seconded the motion. All were in favor.

Action Items:
Approval of the Technical Failure/Technical Unsatisfactory Policy:
Ms. Hardesty presented the TF/TU Policy with a few procedural and grammatical changes.
MOTION TO AMEND: Dr. Aldrich moved to amend Section V.A. to change the language FROM “and” TO “or” AND TO clarify Section IV.C. to include a statement that faculty have the discretion in assigning the TF/TU grade.

Ms. Hardesty assured the clarification will be incorporated into the Policy. She and Mr. Schroeder will communicate the Policy and establish training sessions with the faculty.

MOTION TO APPROVE: Dr. Aldrich moved to approve the TF/TU Policy as amended. Professor Margaret Doell seconded. All were in favor.

Approval of the Violence in the Work Place Policy:
Ms. Rogers presented the Violence in the Work Place Policy with a few changes. She indicated language under Section IV.K. had been changed to include the words “is encouraged” into the sentence.

MOTION: Mr. Marquez moved to approve the Policy as amended. Ms. Laske seconded. All were in favor.

Approval of the Intellectual Property Policy:
Dr. Aldrich explained the Policy had been reviewed by the Faculty Senate. It was reviewed by the attorney general and also by President Svaldi. However, it still needs to be placed into the adequate policy format template. Clarification was requested for Section III.A. After discussion, the Cabinet AGREED TO add a checkbox as option to the faculty contract. This option is for faculty who sign with Extended Studies, and will allow the course to be taught in instances where students are enrolled, but the faculty no longer is employed by Adams State College.

MOTION: Dr. Aldrich moved to approve the Intellectual Property Policy as amended. Dr. Novotny seconded. All were in favor.

Approval of the One-Time Supplemental Budget Expense for University Name Change costs:
This item was tabled for a future meeting, as it was unknown how much money should be allocated for name change expenses.

Mr. Schoenecker AGREED TO prepare a plan based on $100,000 that will take care of marketing and advertising expenses, and bring it back to Cabinet for approval. Dr. Mumper AGREED TO work with Mr. Carpio and the Records Office regarding a plan for costs associated with the name change on diplomas, etc.

Logo Design:
Mr. Mortensen requested $5000 to cover costs associated with changing the athletic logo. His plans are to hire Phoenix Design to redesign the logo utilizing constituency feedback and to seek the necessary legalities in doing so.

MOTION: Mr. Schoenecker moved to approve $5000 for the athletic logo redesign. Professor Doell seconded. All were in favor.
Approval of Proposed Nursing Fees:
Mr. Marquez explained the Nursing Fees were advertised for 30 days, as per Fee Policy. The Nursing Fee proposal was voted on by students at a recent AS&F Senate meeting. While there were some students who spoke in favor of the Fees, the majority were uncertain and confused about the entire process. Dr. Jojola was unable to attend the AS&F meeting to provide clarification. The outcome of the vote was 4 in favor and 18 against. Overall, the Fees proposed would minimize total cost to the students, plus aid the department in the administration of the Fees themselves.

The Cabinet discussed the Fee Policy and due to the fact that the Nursing Fees were designed to help students and the department, they recommended approving them. As per the Policy, the President can also recommend them to the Board of Trustees for final approval. If this is the route to be taken, the Cabinet suggested that a follow-up meeting with AS&F students and Dr. Jojola take place.

MOTION: Professor Doell moved to approve the Nursing Fees WITH the stipulation that a follow-up meeting take place. Mr. Roybal seconded. Motion carried with one vote against.

Approval of the Base-Building Supplemental Budget Request for Denver Scholarship Foundation in the amount of $32,300:
Mr. Carpio presented the $32,300 request to fund the Denver Scholarship Foundation (DSF) matching scholarship program for 2012-2013. This spring the Denver Scholarship Foundation has approached Adams State College about becoming an official DSF partner. As an official partner, ASC would be asked to provide a matching scholarship, as well as targeted academic and social support for all DSF scholars who enroll at Adams State. Support services for DSF scholars would take advantage of existing ASC services and the only additional cost would be to establish a matching scholarship fund. The request of $32,300 is based on DSF enrollment in 2012-2013 and a 50% match of the DSF award.

By becoming a DSF partner, ASC will increase its ability to recruit and enroll Denver Public School students. DSF scholars who elect to enroll at a partner institution are awarded $2,800-$3,400 in DSF scholarship funding per year. DSF scholars who enroll in a non-partner institution will receive $1,000 per year.

The Cabinet expressed concerns with packaging the scholarship, and Mr. Carpio explained that the scholarship will be capped at cost-of-attendance, and cannot be stacked with others.

MOTION: Dr. Novotny moved to approve the Base-Building Supplemental Budget Request for the Denver Scholarship Foundation in the amount of $32,300. Mr. Mortensen seconded. All were in favor.

Discussion Items:
Scheduling: University Name Change and MCD Hall Events:
Mr. Marquez expressed the need to plan a small celebration for students during Finals Week. He suggested cake and punch and perhaps a t-shirt giveaway. While he understood a more grandiose celebration will be planned for the Name Change, he thought it would be a nice
gesture to celebrate in the short term with students who are on campus now. The Cabinet also discussed tying the Name Change celebration with the South Campus (McDaniel Hall) events.

Ken Marquez AGREED TO bring back a proposal for a short term celebration with students.

*REAP Scholarships:*
Dr. Mumper explained that REAP students are not eligible for the Merit Scholarship for two reasons. First, they do not pay the Capital Fee. Second, they fluctuate from full-time to part-time status. REAP staff indicate, during recruiting sessions prospective REAP students eventually accept offers to attend other colleges due to scholarship opportunities for them. The Cabinet discussed the possibility of establishing a separate budget line for REAP scholarships following the Merit Scholarship guidelines.

Dr. Mumper AGREED TO prepare a proposal for a REAP Scholarship for approval at the next meeting.

*Information Items:*

**Budget:**
Ms. Heersink reported a $200,000 reduction in the budget for next year, rather than the $600,000 originally intended. There are issues with the 2.5% salary increases for faculty and staff due to the increased costs of health insurance premiums. Those who receive lower salaries will receive a lower increase.

*Strategic Planning Updates:*
No report given.

*Advising Registration Programs:*
Mr. Carpio reported having advised and registered 50 students from the Denver/Metro area this past week. Personnel from Student Support Services, Financial Aid, Academic Advising, Athletics, and the Grizzly Testing and Learning Center were available to assist students.

*Banner Conversion Project:*
Mr. Daniel reminded everyone that Banner will be taken down at noon on Friday, April 13 for the project.

*New Business:*
No new business was presented.

*Adjournment:*
The meeting adjourned at 3:55 P.M.

Respectfully Submitted,

Donna L. Griego,
Assistant to the Senior Vice President