The ASC Cabinet convened a regular meeting on Thursday, April 23, in the Library, Room 302

Call to Order:
Provost Mumper called the meeting to order at 9:06 AM.

Roll Call of Members:
Dr. Benita Brink- Present
Ms Heather Heersink-Present
Dr. Don Johnston-Present
Dr. Anthony Laker-Present
Ms Tammy Lopez-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-Absent
Dr. Diana Wenzel-Present
Mr. Erik van de Boogaard-Absent

Guests: Mr. Joel Korngut, Director of the Equal Opportunity Office; Mr. Joel Shults, Director of the ASC Police Department.

Approval of Previous Meeting Summary:
Minutes were not available.

Approval of Agenda:
The agenda was amended to remove the Additional Graduate Program Cohort information item. The following information items were also added: New Sports Update; BSN update; and Computing Services Information Items.

Action Items:
CHRP Grant for Additional Police Officer:
Mr. Joel Shults explained that he is seeking grant funding for an additional police officer. He indicated that there are currently four police officers on staff plus him. Acquiring an additional officer would allow him to provide the director duties that the operation requires. He also indicated that with the additional police officer, ASC is still below the state requirements for full-time FTE.

MOTION: Dr. Wenzel moved to approve the CHRP Grant for an additional police officer. Mr. Mansheim seconded the motion. Motion passed unanimously.

Parking Changes Proposal:
Mr. Schults, Director of the Adams State Police Department requested that changes to parking services be approved by the Cabinet to take effect by July 1. The Adams State College Police Department proposes the following changes. New parking decal rates will cost $65. Individual reserve parking
spaces will now cost $125. Permits for reserved south RH dirt lot are $85. Annual permits purchased after fall mid-term may be purchased at an incremental discount accrued each semester or mid-semester break: $60 after October 1; $50 starting spring semester; $45 after March 1; $25 for summer semester only. Parking fines are as follows: decal and parking violations will be assessed $25; handicap zone violations will be assessed $50; fire zone violations will be assessed $50; moving violations will be assessed $50; vehicles that are immobilized must pay a boot removal fee of $25.

The Cabinet discussed the possibility of students and/or others parking in neighborhoods, or beginning to park in parking areas without permission.

MOTION: Dr. Novotny moved to approve the Parking Services Changes effective July 1, 2009. Mr. Mortensen seconded. Motion passed.

Flexible Work Time Policy:
Ms Tracy Rogers presented a Flex-time proposal to the Cabinet. As an alternative to the standard 8:00 a.m. to 5:00 p.m. work week, employees may request a flex-time work schedule. Supervisory approval is required in advance. The work schedule must accommodate the requirements of the department. She explained that flex-time is not a right but a business arrangement. Approval of the arrangement is the sole discretion of the supervisor, and an agreement form must be signed and delivered to the Office of Human Resources.

MOTION: Dr. Wenzel moved to approve the adoption of the Flexible Work Time Policy. Ms Lopez seconded. Motion passed.

Strategic Planning Sub-Committee Recommendations:
Dr. Johnston submitted two recommendations from the Strategic Planning Sub-committee. The first is a recommendation that a planning sub-committee explore issues involving the use of “University” in the ASC name. Also, to explore issues related to Colorado Statutes and organizational ramifications of such a change, as well as issues related to marketing and enrollment management. Based on a recommendation by the Noel-Levitz consultant, and the sub-committee members, a name change is recommended.

The Cabinet identified a few operational issues with regard to a name change. It was stated that at the last Board meeting there was positive momentum for a University name change.

MOTION: Mr. Marquez moved to move forward with Recommendation Number 1 and explore it through focus groups by the same subcommittee. Dr. Johnston seconded. Motion passed.

The second is a recommendation by the sub-committee to consider convening a Strategic Enrollment Planning Retreat this summer to address and plan specific initiatives and/or goals related to one goal in our Institutional Plan – Growing Enrollments at ASC. The sub-committee recommended hiring an outside professional enrollment planning specialist facilitator to plan and lead the retreat.

MOTION: Mr. Mansheim moved to approve Recommendation Number 2 with the amendment that it be taken to the Executive Council to seek funding to hire an outside consultant. Dr. Brink seconded the motion. Motion passed.

After further discussion, the Cabinet agreed that the possibility of hiring a Novel-Levitz consultant would be beneficial to the institution.
MOTION: Mr. Mansheim moved to amend the previous motion to approve Recommendation Number 2 and also to seek funding from the Reserves account. Dr. Johnston seconded. Motion passed.

Discussion Items:

Budget:
Mr. Mansheim stated that flat-funding will drive our budget for the next two years. The status quo will eventually change after the second year, and there is a real urgency to find new ways of increasing our revenue. We need to begin planning now to replace the 2.5 million cut. Being proactive and aggressive will help us establish new programs on campus in a timely fashion.

The Cabinet suggested that the Noel-Levitz Power Point be presented to the Board of Trustees at their May meeting.

HLC Preparation:
Tabled

Information Items:

Student Feedback on School of Business Course Specific Fee:
Mr. Marquez commented on the feedback that the students gave at the last AS&F meeting. There was some support for the fee; however students felt that the policy was not followed properly.

The current policy states that, The Dean of Student Affairs will post a notice of the proposed fee assessment or increase at the Student Union Building. The notification period will continue for at least (30) calendar days during which time any student or student group may appeal the proposed assessment or increase to AS&F.

The Cabinet discussed the possibility of addressing the fee proposal once again in the fall, and being certain that the notification process is followed, so that a positive outcome is secured.

New Sports Program Update:
Mr. Mortensen explained that 25 Letters of Intent have gone out to students for the soccer program. There are currently 10 students signed up for men’s golf, and 8-10 students signed up for the cheer program. There is concern with the swim program in that there are only 2 students signed up so far. He reported that at the last AS&F meeting, there was confusion among the students with the ASC cheer club. The monies that were requested to support a cheer camp and travel to the MESA game were not approved. The students did not approve the monies because they thought there was no need for a cheer club, since ASC has a new cheer sport. Mr. Mortensen explained that if a sports club exists on campus, it is much easier to recruit students, as this will guarantee that they will be allowed to play their sport. It was discussed that there is a need to educate the AS&F Senate, so that confusion in the future does not occur.

Mr. Mortensen also indicated that there is an opportunity to recruit additional students for the golf and soccer programs. There could be a possibility of 40 students in the soccer program, and 20 additional students in the golf program. To provide a positive experience, additional coaches must be hired, and additional travel monies must be acquired to accommodate the larger numbers.
IT WAS SUGGESTED THAT Mr. Mortensen prepare a proposal to the Cabinet that includes the budgetary impact to the campus.

BSN Update:  
Dr. Novotny reported that at yesterday’s State Board of Nursing meeting, Phase II of the 4-Year BSN program was approved. Students can now be enrolled into Spring 2010 courses. There will be a lot of work required for Phase III implementation, in that we have to prepare for the simulated lab piece.

Computing Services Power Outage: 
Mr. Nicholson reported that downtime is needed for a power upgrade in the Computing Services Building. He noted that grade submission is upcoming, and he inquired if there were other significant events being held that would be impacted by this power outage. Dr. Laker indicated that a move into Plachy Hall would occur on Saturday the 16th. After discussion IT WAS SUGGESTED THAT the morning of Commencement would be preferred as faculty are required to be present and won’t be entering grades during that time.

Alumni Accounts:  
Mr. Nicholson will coordinate with Ms Lori Laske with regard to creating alumni accounts.

New Business:  
Film Policy:  
Mr. Mansheim reported that changes to the new Film Policy were suggested by the Attorney General. He will be submitting the policy to the group for final feedback and approval.

Adjournment:  
MOTION: Mr. Marquez moved to adjourn. Meeting adjourned at 11:10 AM.

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