The members of the Adams State University President’s Executive Council convened in a regular Executive Council meeting on June 6, 2016 in the President’s Conference Room, Richardson Hall, room 2-301.

Call to Order: President McClure called the meeting to order at 9:00 a.m.

Attendance:

- Eric Carpio – Present
- Kurt Cary – Present
- Margaret Doell – Present
- Carol Guerrero-Murphy – Excused
- Karla Hardesty – Present
- Heather Heersink – Present
- Lori Laske – Present
- Tammy Lopez – Present
- Ken Marquez – Present
- Beverlee McClure – Present
- Larry Mortensen – Present
- Frank Novotny – Present
- Tracy Rogers – Present
- James Trujillo – Present

Guest(s): None

Follow-up Items

Strategic Plan

President McClure reminded Council the ASU 2020 Strategic Plan was approved by the Board of Trustees in May 2016. Efforts are currently underway to make a high-level, online version of the document public. A press release regarding said will be drafted for the campus and community.

Lori Laske, Director of Alumni and Donor Relations, inquired as to what process needs to be taken to report when various tasks have been completed within each goal of the Plan. Council was informed Matt Nehring, will continue as Chair of the ASU 2020 Strategic Plan, and should be notified by email, or at a regular President’s Cabinet meeting during the 2020 update section.

Facilities Construction Project Updates

Kurt Cary, Vice President for Administration and Finance, reported asbestos abatement has been completed at East Campus. Window replacement is underway, and the project is moving forward as scheduled.

The Richardson Avenue a two-way street construction project started today, Monday, June 6, 2016. A portion of East Campus funds will be used for sidewalk expenses. The decision to move forward with the replacement of the 4-inch cast iron water pipe that starts in the middle of
Edgemont Boulevard and runs through campus to the middle of Richardson Avenue, has been made.

**General Updates**

Council was informed support for the Campus Ministry position, funded by the Catholic Archdiocese, has been eliminated and will no longer be funded. The Campus Ministry program offered inter-faith programming to students campus-wide. The possibility of the Department of Student Life and Recreation incorporating the ministries programming into the department's programming is being discussed.

Frank Novotny, Vice President for Academic Affairs, announced Counselor Education Summer Intensive classes have started and will continue for the next three weeks.

Eric Carpio, Assistant Vice President for Student Services, informed members of Council that the *Colorado Council on High School/College Relations* will be holding their annual “KOO Goes to College” bus tours, visiting college and university campuses across Colorado. Adam State will host the group on June 21 – 22, 2016, and provide accommodations, meals, professional development workshops, campus tours, etc.

Larry Mortensen, Director of Athletics, announced Adams State University will host the 2016 Colorado High School Coaches Association (CHSCA) All-State Games on June 8-10, 2016. More than 900 high school students, coaches and parents will be in attendance.

Kurt Cary, Vice President for Administration and Finance, informed Council of summer work-study positions available in the Department of Facilities Services for students who are eligible for summer work-study.

Council discussed the possibility of making the Plachy Hall swimming pool available for use for the campus and community during the summer months for lap swimming. It was noted that certified lifeguards would need to be on duty while the pool is open. Kurt Cary, Ken Marquez, and Larry Mortensen will meet separately to discuss the proposal further and provide an update at the June 20, 2016 Executive Council meeting.

A question regarding campus parking lot enforcement during the summer months was addressed. It was reiterated no citations would be issued during the summer months with the exception of reserved, ADA, and visitor parking spaces. An email will be sent to the campus regarding said.

**Personnel Contract Recommendations**

Tracy Rogers, Director of Human Resources, presented Personnel Contract Recommendations from the Department of Admissions - Admissions Counselor, the Department of Counselor Education - Online Plus, the Department of HPPE - Administrative Assistant III, the Department of Athletics – Baseball and Equipment Manager, the Department of Facilities Services - Structural Trades I and two Custodial positions, the Department of Education Development (2
Positions), the Department of Psychology, Department of Creative Relations - Content Strategist, and from the grant funded K-12 Migrant Educational Program.

Council discussed each request at length including logistics, budgetary concerns, funding sources, etc., and approved each request as presented. It was noted the K-12 Migrant Educational Program will have no negative fiscal impact on the institution.

**Enrollment Update**

Eric Carpio, Assistant Vice President for Student Services, reported summer enrollment slightly ahead compared to data from the previous year. Summer credit hours are up 11%.

Fall undergraduate enrollment remains down 4%, compared to data from last year, with transfer students significantly down. Steps are being taken to reach out to potential students via social media, mailings, telephone calls, etc., in addition to the hiring of an individual who will focus on outreach to non-returning students as well as data collection.

The First Year Experience group will reach out to incoming freshman and transfers in an attempt to make a college connection even before they arrive on campus. Student Support Services, SSS, will be reaching out to all admitted students and make the campus connection.

**Agenda Items**

**Athletic Hiring Concerns**

Larry Mortensen, Athletic Director, informed Council the Men's Lacrosse coach has resigned effective immediately. Additional, the Women's Lacrosse coach has given notice she will be leaving at the conclusion of the next year's season. Council discussed concerns associated with hiring a replacement men's Lacrosse in terms of the programs current budget, roster size, and scholarship availability.

Larry Mortensen, Ken Marquez, Kurt Cary, Beverlee McClure, and Duane Bussey, ASU Foundation board member, will convene in a separate meeting to discuss issues related to athletics further.

Director Mortensen also informed Council the current Sports Information Director has announced his intent to leave.

**FY17 Budget**

Heather Heersink, Assistant Vice President for Administration and Finance, reviewed the proposed FY2016-17 Tuition and Fee Rates and Operating Budget that will be presented to the Board of Trustees for consideration for approval at a special meeting on Wednesday, June 22, 2016. Council discussed at length various calculations and assumptions used to derive the proposed budget.
Tracy Rogers, Human Resources Director, discussed the notification of an unfunded mandate, by the Colorado Department of Personnel and Administration and subsequently approved by legislation, regarding an increase in certain Classified Employees annual wages including police and custodial staff.

Also discussed were housing scholarships requirements. Ken Marquez, Larry Mortensen, and Eric Carpio will meet to discuss the issue further and present and update at the Monday, June 2016 Executive Council meeting.

Council reviewed initiatives on the Timeline of Budget Goals list and made adjustments accordingly.

President McClure requested an update on proposed initiatives being implemented to increase enrollment to be presented at the June 20, 2016 Executive Council meeting.

**Huron Requests**

Heather Heersink, Assistant Vice President for Administration and Finance, reviewed Huron requests and asked for any additional information regarding the requests, including cost savings, should be sent to Traci Bishop, Program Coordinator.

**Past Premium Holiday Correction Update**

Tracy Rogers, Human Resources Director, informed Council the previous premium holiday was calculated incorrectly. Steps are being taken with Anthem to reconcile the error. A premium credit is anticipated to be received by the institution as a result of overpayment.

**FLSA Overtime Rule Update**

Tracy Rogers, Human Resources Director, provided information regarding the Fair Labor Standards Act (FLSA) including thresholds for overtime compensation and explained starting December 1, 2016, the threshold will be increased to $47,476. It was noted all instructors, which includes coaches, are exempt from the new rule.

With the threshold increase, approximately 81 Adams State University employees would qualify under the updated overtime rule. There was a brief discussion regarding budgetary concerns and the need to disseminate information on the overtime rule to the campus. Director Rogers will draft an email regarding the new rules of overtime and effects on employees with a December 1, 2016 implementation date.

**Adjournment**

The meeting adjourned at 11:37 a.m.