The members of the Adams State College Cabinet convened in a regular meeting on
Monday, June 18, 2007 on the campus of Adams State College, President’s Conference
Room.

Attendance:

Georgia Grantham – Present
Bill Mansheim – Present
Ken Marquez – Present
Teri McCartney – Present
Larry Mortensen – Present
Mike Nicholson – Excused

(*Facilitator)

Guest(s): Joel Shults – Director of Public Safety

Approval of Summaries

The June 11, 2007 Cabinet summary was approved.

Guest

Newly hired Director of Public Safety Joel Shults was invited to attend the Cabinet meeting
for introductions and brief discussions of safety related issues.

Metrics:

A. Graduate School

Teri McCartney informed Cabinet that enrollment in the online coaching program
continues to increase.
B. Extended Campus – Sandy Starnaman

An *Extended Studies Cash Funded Comparative Enrollment Report* was provided which compared enrollment numbers to date to those of the same time last year. Enrollment in Sociology, Business, and the Fine Arts distance degree programs continue to increase.

C. Enrollment Management – Georgia Grantham

A brief enrollment update was given. 386 first-time, full-time freshmen are enrolled for the fall semester which is an increase of 51 students year-to-date. 70 of those enrolled are non-residents, many from Texas. Cabinet requested a spreadsheet of geographical locations of non-resident students for discussion at the next Cabinet meeting.

D. Revenue and Expenses Update – Bill Mansheim

Bill Mansheim presented a financial matrix which indicated a slight decrease in the net general fund amount, an increase in revenues in the graduate and Extended Studies programs, and a decrease in Auxiliaries.

E. Housing and Auxiliaries Update – Ken Marquez

Current housing numbers indicate a slight increase in new housing applications.

D. President’s Vision

Tabled until the list is revised.

Lightning Round

Bill Mansheim briefly discussed his concern regarding SURDS and IPEDS, the reporting structure, and possible changes needed. He also informed Cabinet of a proposal to host a forum on “Climate Changes and How It Effects the Valley” as part of the Talk Straight with Adams State community forums.

President Svaldi informed Cabinet of a “traveling” memorial display that is being considered as part of Autumn @ Adams. The display includes 3,000 crosses, one for each soldier killed in the Iraq war. Cabinet discussed possible location for the display and concerns that the campus-wide irrigation project may cause some problems with the display. Dr. Svaldi also noted the need for a discussion regarding the institution’s HIS role and the need for proactive preparations for a predicted surge in Hispanic students.

Teri McCartney reminded Cabinet that any program approvals need to be reflected in the Cabinet summaries and would like a discussion on what procedures need to be taken for approvals.
Julie Waechter requested information regarding any highly successful Adams State College alumni to be featured in various articles for print.

Larry Mortensen informed Cabinet that Adams State College took 8th place out of 260 in the National Association of Collegiate Directors of Athletics (NACDA).

**Agenda Items:**

**SURDS/IPEDS**

Cabinet discussed the current reporting structure for students, the potential of losing the institutions HIS status, and reporting the general student population separately from those enrolled in Extended Campus programs. Possible negative effects of splitting the reporting data will be researched.

**Program Approval Process**

The process for approving new programs was briefly discussed. Cabinet agreed to continue approving new programs during their regular meetings as necessary.

**PCR Routing**

Cabinet discussed at length the current process used to rout Personnel Recommendation Request forms and the need to update the current form. It was determined that the Affirmative Action Officer’s signature is not necessary for contracts pertaining to Adjuncts and Supplemental contracts. Tracy Rogers, Heather Heersink and Bill Mansheim will meet to further discuss the process and report back to Cabinet.

**Upcoming Community Forum**

Cabinet discussed and agreed to support the proposal to hold a community forum on the effects of climate changes as part of the *Talk Straight with Adams State* series. Mary Hoffman will be asked to prepare and agenda for the forum and submit it to Cabinet for review.

**Next meeting of Cabinet**

The facilitator for the July 2, 2007 Cabinet meeting will be Sandy Starnaman.

**Adjournment**

The meeting adjourned at 10:12 a.m.