The ASC Cabinet convened a regular meeting on Wednesday, June 23, in the Hall of Fame Room in Plachy Hall.

Call to Order:
Provost Mumper called the meeting to order at 3:04 PM. Coach Louis Wilson, Head Men’s Basketball coach was introduced and he gave a brief update about himself and the team.

Roll Call of Members:
Dr. Stephen Aldrich–Present
Professor Margaret Doell-Present
Ms Heather Heersink-Present
Dr. Don Johnston-Present
Ms Lori Laski-Absent
Ms Tammy Lopez-Absent
Mr. Bill Mansheim-Absent
Mr. Ken Marquez-Absent
Mr. Larry Mortensen-Present
Dr. Michael Mumper-Facilitator
Mr. Mike Nicholson-Present
Dr. Frank Novotny-Absent
Ms Judy Phillips - Present
Ms Tracy Rogers-Present
Mr. Mark Schoenecker-Present
Dr. Dave Svaldi-Present
Mr. Erik van de Boogaard-Absent

Guests: Mr. Masood Ahmad, Director of Student Engagement and Success.

Approval of Previous Meeting Summary:
The March 24, 2010; April 14, 2010; May 12, 2010; May 26, 2010; and June 9 meeting summaries were distributed electronically prior to this meeting, and were presented for approval. Provost Mumper asked the group to direct any revisions to Mrs. Griego.

Approval of Agenda:
The agenda was amended to delete Action Item B. Supplemental Budget Request for Two New Printers in the Records Office, and replace it with approval of a Supplemental Budget Request for AmeriCorps.

Action Items:
Approval of Supplemental Budget Request for Staff/Auxiliary Desktop Computer Refresh:
Mr. Nicholson presented the budget request and explained that each year a budgeted amount from the student technology fee has been used to replace faculty computers; however, there has not been an annual budgeted amount earmarked for staff computer refresh. Currently there are eighty two staff(auxiliary) computers that are out of warranty. Fifty of these will be replaced with older lab computers that Computing Services is purchasing from its General Fund budget. This leaves thirty two computers requiring refresh this year. This request is consistent with the $20,000 annual amount budgeted for faculty. Each standard desktop purchase cost is approximately $1100, so this equates to 18 new computers. Fourteen staff(auxiliary) computers will remain out of warranty, with an additional one hundred and thirteen staff(auxiliary) computers (including fifty student lab computers being deployed this year) going out of warranty within the next year and a half. Mr. Nicholson requested a $20,000 one-
time supplemental amount from the 2010-2011 budget year, and added that in the future this process should be a yearly priority.

MOTION: Mr. Mortensen moved to approve the Staff/Auxiliary Desktop Computer Refresh Budget Request for a one time amount of $20,000. Mr. Schoenecker seconded the motion. Motion passed.

Approval of the Supplemental Budget Request for AmeriCorps Annual Dues:
Provost Mumper presented an annual request to pay $3,700 to continue participation in the AmeriCorps U-Can-Serve Program. This program generates more than $100,000 annually in student scholarships. Last year ASC offered $83,000 in scholarships to students who participated. Students who participated in the program provided service hours to non-profit organizations, etc.

MOTION: Professor Margaret Doell moved to approve the AmeriCorps Annual Dues Base-Building Request as presented. Mr. Mortensen seconded the motion. Motion passed.

Discussion Items:
New Student Orientation Initiatives:
Mr. Ahmad gave a brief update on changes that have been made to the New Student Orientation process. Mr. Mick Daniel and Mr. Aaron Miltonberger will facilitate the orientation. The book theme for the year is “Sky Bridge”. Cards will be distributed to all incoming freshman asking them which high school they attended and the name of the teacher that made the biggest impact on them. Tickets for a drawing will be distributed directing students to their advisor for advising information. Once this action has taken place, the ticket can be turned in for the drawing. Orientation T-shirts will be distributed to students, and staff, and he invited the Cabinet to serve the lunchtime barbecue that will be held on Friday, August 20 at noon in front of Richardson Hall.

SB-3 Draft Proposal:
President Svaldi indicated that ASC will need to submit a Financial Accountability Plan for undergraduate in-state tuition soon; which basically is our five-year business plan. We’ll need to write it and submit it, so that it can be reviewed by the commission by October 1. However, we need to have some conversations on campus about how we will submit this plan.

Information Items:
Budget:
President Svaldi mentioned that at the state-level there is talk of a $72 million shortfall. Because federal monies haven’t been disclosed yet, there is much concern as to how the $72 million will be covered. He mentioned that the Pell Increase hasn’t been approved by the senate just yet.

Organizational Realignment:
President Svaldi announced that a plan to realign the administrative structure is not in final format. At the next Cabinet meeting an outline will be shared.

Grant Writer:
Tawny Becker has been hired as a grant writer to work on increasing our funding through capital campaigns.
PERA:
Exempt staff at ASC, will be paying an additional 2.5% toward their PERA contribution. A draft communication will be going out to them; however at Monday’s Executive Council, it was decided that Classified Staff would not be included in this plan.

New Business:
No new business.

Adjournment:
With no further business, the meeting adjourned at 3:58 PM.

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