The ASC Cabinet convened a regular meeting on Wednesday, July 22, in the Student Union Building, Room 315.

Call to Order:
Provost Mumper called the meeting to order at 9:11 AM.

Roll Call of Members:
Dr. Benita Brink- Present  Dr. Michael Mumper-Present
Ms Heather Heersink-Present  Mr. Mike Nicholson-Present
Dr. Don Johnston-Present  Dr. Frank Novotny-Present
Dr. Anthony Laker-Absent  Ms Tracy Rogers-Absent
Ms Lori Laski-Present  Mr. Mark Schoenecker-Present
Ms Tammy Lopez-Absent  Dr. Dave Svaldi-Present
Mr. Bill Mansheim-Facilitator  Dr. Diana Wenzel-Present
Mr. Ken Marquez-Present  Mr. Erik van de Boogaard-Absent
Mr. Larry Mortensen-Present

Approval of Previous Meeting Summary:
The summary of the July 8 meeting was distributed electronically. Provost Mumper asked those who had changes or concerns to notify Ms Griego.

Approval of Agenda:
A discussion of the Day of Reflection will be included with the 2010-2011 Academic Calendar Action Item.

Action Items:
CAChe Supplemental Budget Request:
Dr. Novotny stated that the request is for a three-year renewal of ASCs site license for the molecular modeling software CAChe. This software is used throughout the chemistry curriculum. By taking advantage of a three-year license, Fujitsu America Biosciences Group offers a deep discount. The discount is a $12K savings if done on a three-year basis.

MOTION: Mr. Mansheim moved to approve funding of the three-year CAChe site license from vacancy savings. Mr. Marquez seconded the motion. Motion passed.

Academic Calendar 2010-2011:
Ms Griego stated that the 10-11 Calendar was prepared using the current 09-10 as a guideline. Later start dates were used for both semesters, leaving a four-week Christmas Break in between. One day off for Labor Day; Fall Recess; a Friday off during Fall Finals Week; Martin Luther King Jr. Day, Snow Day, and a Monday off during Spring Finals Week were all calculated into the total contact time. Fall semester is proposed to begin on August 23, 2010 and end on December 18, 2010, with a Commencement Date of December 21, 2010. Spring semester is proposed to begin on January 17, 2011,
with Martin Luther King Jr. Day being observed as a day off. Spring classes begin on January 18, 2011. Spring ends on May 13, 2011, with a Commencement Date of May 14, 2011.

There was question as to when Snow Day should be set. The RMAC schedule indicates a home game on the weekend of February 19th. The only two weekends in February that are not scheduled for a home game is the weekend of February 5th, and the weekend of February 25th. The Cabinet discussed the inconsistency of Friday off during Fall Finals Week, and Monday off during Spring Finals Week, the day off should be consistent for both semesters to not create confusion.

MOTION: Mr. Mansheim moved to approve the 2010-2011 Academic Calendar with the February 7, 2011 Snow Day date, and a Friday off for Finals Week in the Spring Semester. Dr. Wenzel seconded the motion. Motion passed with 1 opposing vote.

Day of Reflection:
President Svaldi reported that the Day of Reflection this fall is scheduled for October 29, 2009. He has charged CELT to sponsor the event, and to come up with a theme. The day will be planned to include breakout sessions, and speakers for all faculty, staff, and students.

Discussion Items:
HLC Preparation:
President Svaldi reported that the focus visit is scheduled for October 12-13, 2009. The focal point of the visit is Assessment. The second draft of the Self Study report will be mailed out by mid August. The Institutional Reporting Office has assumed the duty of creating our Institutional Snapshot. It is possible that an Administrative Intern position may be created to address our assessment needs in the future.

The Cabinet discussed the possibility of bringing the planning group back together to solicit feedback for the Self Study. IT WAS AGREED THAT a draft will be sent out by the end of the week or early part of next week instead. There will be a short turn around, and comments are to be submitted to President Svaldi or Dr. Teri McCartney. It was stated that current organizational charts need to be posted to the website as well.

Budget:
Mr. Mansheim reported that the June forecast indicates that revenue is not sufficient. There could be a $4 million cut, which over the next two years could total $5 million. In 2011, higher education’s share could be $69 million. A waiver to allow the Department of Education to take us back to our 2005-2006 funding levels could be submitted. The Department of Higher Education is planning a long term process for higher education in Colorado, and will be presented September 21, 2009. It doesn’t appear that it will gain the support of Colorado presidents. The Cabinet discussed the fact that ASC needs to be thinking about our budget in two to three years. We need to build a cash reserve to bridge the gap. We also cannot rely on savings alone; we need to build revenue streams that will support our expenses. We need new entrepreneurial ideas.

Information Items:
New MBA Cohort:
Dr. Johnston announced that the demand for the MBA program is higher than expected, and the School of Business now has a fall cohort ready to begin.
**Shared Governance Presentation:**
Dr. Brink presented a summary of the four surveys that were conducted this past year. Surveys were sent to ASC administrators, ASC faculty, ASC Classified Staff, and the ASC Board of Trustees. Within each survey there were many *I don’t know* answers, which indicates that these groups still don’t quite understand what Shared Governance is all about. There is definitely an opportunity for education. These results will be shared with their respective groups.

The Cabinet discussed the Faculty Trustee position and that it hasn’t been tied to the Faculty Senate and AS&F. Dr. Brink indicated that there is no mechanism to report back to faculty through some sort of venue. This piece needs to be written into the Senate Constitution.

**New Business:**

**Housing:**
Mr. Marquez indicated that housing for fall is tightening up. There are twenty spaces left all in Girault Hall. Students who have achieved 60 credit hours and have a 3.0 GPA were asked whether they’d like to move off campus to accommodate the housing crunch, one student agreed. Hotel accommodations have been made to house students on a temporary basis until rooms become available. Spaces renovated in Coronado Hall will be made available in January. It’s possible that fifty to one hundred students will be in temporary housing. It was suggested that this housing crunch dilemma could be made positive by a T-shirt promotional campaign.

**Plachy Hall:**
It was stated that the public art project in Plachy Hall has been finished.

**Enrollment:**
New freshmen students are up by 50. Enrollment for the sophomore class is still unknown. We are up 10% student credit hours from last year. Housing numbers are full; although from those figures 600 students still haven’t registered for classes. There is still graduate enrollment that hasn’t been figured in and we are expecting about ninety REAP students to register.

**Nielsen Library:**
The second floor of the Library is finished.

**President’s Home:**
Concrete is being replaced at the President’s House.

**Adjournment:**
With no further business, the meeting adjourned at 10:36 AM.

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