The members of the Adams State College Cabinet convened in a regular meeting on Monday, September 17, 2007 on the campus of Adams State College, President’s Conference Room.

Attendance:

Bruce Landis – Present
* Bill Mansheim – Present
Larry Mortensen – Present
Michael Mumper – Present
David Svaldi – Excused
James Trujillo – Present

(*Facilitator)

Guest(s): Heather Heersink, Budget Director
Jenny Yund, Budget Analyst

Approval of Summaries

The August 27, 2007 summary was approved.

Vacancy Savings & Reserve Balance Report

Heather Heersink, Budget Director, and Jenny Yund, Budget Analyst, gave a brief report on month-end salary vacancy savings and reserve balances.

Agenda Items

Grant Writing

Cabinet discussed a grant writing compensation proposal that would link a grant writing incentive to the indirect grant amounts or towards departmental support. Jody Mortensen will be asked to compile a collective history of grants received and indirect amounts and present her report to Cabinet at a future meeting.

Emergency Communications System
Cabinet reviewed a proposal to implement an emergency communications system on campus. After lengthy dialogue and based on the recommendation from the Emergency Response Team, Cabinet agreed to contract with e2campus as the primary provider to communicate emergency messages to the campus community. Further discussion followed regarding where to house the system, who will administer the alerts, method of communicating the alerts, policies regarding cell phones in class, etc.

**Student-Athlete Advisory Committee**

Larry Mortensen, Interim Athletic Director, informed Cabinet of an NCAA requirement to have a Student-Athlete Advisory Committee. The SAAC is a committee made up of student-athletes assembled to provide insight on the student-athlete experience. It also offers input on rules, regulations and policies that affect student-athletes’ lives on NCAA member institution campuses. Mr. Mortensen asked for feedback from Cabinet if this should be the venue to voice student concerns and who should address Cabinet for serious issues.

**Academic Calendar**

Dr. Michael Mumper, Provost, discussed the proposed Academic Calendar for the 2008-2009 academic year. The starting date for classes would be August 18th which is a week later than usual. He indicated that that the chairs and faculty were in favor of this proposal. A later starting date would help eliminate athletic game conflicts, however it would add an extra week of pre-season related costs such as housing, meals and wages for the coaches. Additionally there may not be ample time for grades to be posted prior to holiday break. Cabinet would be in favor of the later starting date pending consulting with the Records Department for possible time constraints and resolving funding needed for additional athletic-related costs.

**Board of Trustees Meeting**

Cabinet briefly discussed the October 4, 2007 Board of Trustees meeting agenda items. All agenda items were requested to be turned in by end of business on September 24, 2007.

**Next meeting of Cabinet**

The facilitator for the October 1, 2007 Cabinet meeting was not selected.

**Adjournment**

The meeting adjourned at 10:33 a.m.