Dear Faculty and Staff:

Today our Board of Trustees approved a motion that authorizes "the administration of Adams State University to prepare a contingency plan to right-size the campus, in a manner which supports the board's long-term priorities as embodied in the ASU 2020 Plan, and which is complimentary with other parallel strategies to ensure ASU's financial stability, which may include a reduction in workforce, and directs the administration to communicate openly and deliberately with ASU faculty, administration and students to minimize concerns to this end."

Our on-campus enrollment is down 6%, but thanks to the changes that moved the Extended Studies courses to semester-based, our total enrollment is down 3%. However, we must align our staffing with the on-campus enrollment.

To create this contingency plan, we will use data and enrollment patterns. More importantly, we will work with each constituent group to help us develop this plan in a careful and thoughtful manner. At this point, this is a plan only—not an implementation of a reduction in workforce. In fact, we hope that we can meet the budgeted vacancy savings through attrition and retirements.

Our enrollment has been declining since 2010, yet our staffing has not changed to align with that decline. We have narrowed the percentage of the decline, though not enough for us to avoid the chance that we would need to change the way we staff our campus. The Huron Report, on our website, also states the need for this plan. You may read more about the board's action by clicking here: [https://www.adams.edu/news/aug1709.php](https://www.adams.edu/news/aug1709.php)

We all need to work together to increase enrollment and improve the retention of all of our students. Not just for financial reasons—this is our mission. It is the focus on our mission that will help us through the difficult times ahead.

Dr. Beverlee J. McClure