

Opportunities for Participation in College Planning and Decision-making

It is ultimately the responsibility of the college president and the senior leadership team to make recommendations to the College Board regarding the future direction of the College. However, it is advantageous to involve the entire college community to help shape those recommendations. That is why there have been numerous, on-going opportunities for college employees & students, as well as community leaders, to be involved in the college's planning activities.

- The WHAT MATTERS MOST process involved every employee at AC from January 2004 to March 2005. It was a year long process that ultimately led to the identification of college-wide priorities and goals that were selected by the employees and students themselves. Those priorities/goals became the basis for the AC Strategic Plan that was recommended to the Board of Regents in Spring 2005. This plan established the template for the college's budgets and operations for the last two years.
- The AC Strategic Plan has been reviewed and revised each Summer since its adoption. An internal campus group comprised of representatives from every campus and every employee group engages in that process. In addition, students are also involved in this review.
- A President's Council and a President's List-Serv have been established to improve communications between college administration and AC employees.
- College committees have been studied, restructured, and strengthened to provide more meaningful input into campus policies and decisions as well as expand opportunities for employee participation.
- Minutes of all meetings of the Board of Regents, President's Cabinet, and President's Council are posted on the AC website for all employees to review. In addition, campus committees have the opportunity to post their minutes to the college website. In this way, college employees have the capability to make themselves aware of actions and deliberations of these college groups.
- Frequent surveys and opinion polls have been conducted to give employees an opportunity to express their ideas and recommendations about the future direction of the college. In the last survey (Spring 2007), 53% of all AC employees voluntarily participated – over half of those took the time to share written suggestions for changes and improvements.
- There are regular open forums between college employees and the president, as well as open exchanges between the president and student groups. All employees are invited to participate – many do.

- The Internal Capital Needs Assessment study involved a group of college employees that represented every AC campus and every employee group (faculty, administrative, and classified staff). This type of representation has been typical of such efforts at Amarillo College for the last several years.
- The College President has accepted all invitations from academic divisions and departments, the Faculty Senate, and the Student Government Association, to attend their meetings to discuss key issues. In addition, a discussion of issues with the President is a regular agenda item at all meetings of the Administrative Association and the Classified Employee Association.
- The annual AC budget process begins with college employees in all academic and operating units of the College and then moves through supervisory levels to the President's Cabinet and the Board of Regents. Each employee group (faculty, administrative, and classified staff) make written recommendations directly to the College President regarding specific budget actions requested by their respective groups.
- Faculty and staff committees make the decisions regarding the distribution of travel funds at Amarillo College.
- Faculty and staff committees make the recommendations for professional and staff development programs at AC.
- Every employee at Amarillo College has numerous, on-going, opportunities to participate in the discussion of decisions regarding college programs, policies, operations, budgets, and future directions.