

PRESIDENT'S CABINET MEETING

January 4, 2011

MINUTES

MEMBERS PRESENT:

Bob Austin, Terry Berg, Lee M. Colaw, Ellen Robertson Green, Russell Lowery-Hart, Paul Matney, Danita McAnally, and Damaris Schlong

OTHERS PRESENT:

Brenda Sadler

Core Values: Integrity + Innovation + Teamwork = SUCCESS

Matney said he is considering inviting Salem Abraham, from Canadian, to address a future Cabinet meeting.

Action:

2011-2012 ACADEMIC CALENDAR – Austin distributed a draft of the 2011-2012 AC College Calendar and 2011-2012 AISD Calendar. Fall classes will begin on August 22. The start date for spring 2012 registration will begin on November 7. Fall Commencement will be on December 10. Spring finals will be taken May 7-11; Spring Commencement will be on May 11. Summer II classes will begin on July 2.

Berg moved, seconded by Colaw to approve the 2011-2012 College Calendar. The motion carried.

Discussion:

GENERAL ASSEMBLY COMMENTS – JANUARY 11 – Matney distributed an outline of his agenda for the January 11 General Assembly. He will discuss the 82nd Legislative Session and budget realities; he will mention how challenging and difficult the session will be. Texas has a \$20 billion budget shortfall. Matney will talk about the decreases in State appropriations which Amarillo College will receive over the next biennium. However, State appropriations are only one third of our revenue with tuition and fees and taxes making up the other two thirds. It will be mentioned that there will be a distinct possibility that there will not be any employee raises given in the fall. Cabinet has spent two meetings discussing cost saving measures. Matney said he will get with Green's office to have frequent "everyone" emails sent to alert employees of cost saving ideas. Matney will discuss the partial hiring freeze, travel reductions, and capital expenditure reductions. Lowery-Hart, Green, and Joe Wyatt are working with SGA students on exciting future happenings on campus; this will be announced at General Assembly. There will be Listening and Learning Sessions offered at 11:00 and 1:00; all employees will have the opportunity to attend.

INSTITUTIONAL IMPROVEMENT PRIORITIES – Matney stated that he received Schlong's list from the past two meetings. It is significant to include employees and tell them their recommendations are important and will be looked at by Cabinet.

Announcements:

- Schlong spoke of Dean's and her next gift to the College. They are providing a newly designed conference room (Collaborative Corner) at the Polk Street Campus. They are in the process of looking for a conference table. Schlong worked with Parie Villyard from the Secret Garden on the design of the room. It was suggested to have a Cabinet meeting at Polk Street soon for a change of scenery.
- Matney distributed two articles. In one article, *Dump the Cash, Load on the Praise*, Matney pointed out the top ten ways to motivate today's employees. Matney encouraged Cabinet to also read the other article, *Forward Thinking, Out-of-the-Box Ideas for Surviving the Budget Crunch*.
- Lowery-Hart told of Dr. Tamara Clunis, from the THECB, who accepted the position as Dean of Academic Success. She will begin June 1. Dr. Clunis is a state-wide leader in developmental education. The AAccess Division will be restructured to include First Year Experience students and the Honor's Program.
- The Hispanic Chamber of Commerce Annual Banquet will be held on January 13; Matney asked if any Cabinet members were interested in attending; Austin, Colaw, and Lowery-Hart expressed interest.
- Matney suggested, during budget discussions, that the Cabinet meeting more often than twice a month.
- Lowery-Hart stated the need to start looking at trend lines of college completers. This information will be as important to study as enrollment numbers.
- 50% of AISD graduates do not go to college.

Next meeting: January 18, 2011

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