

PRESIDENT'S CABINET MEETING

January 18, 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

Discussion:

ARIZONA SHOOTINGS – WHAT DOES IT MEAN FOR US? – Matney spoke of the tragic shootings in Arizona and how the shooter had been dismissed from Pima Community College. After that event, Austin sent out an email to faculty and staff relaying the process AC uses when individuals have a concern regarding a student's behavior. He received quite a few responses from his email. Austin said he receives around 50 behavior alert forms a year; when he gets a form regarding an incident, he then contacts the faculty member and will create a file on the student and check into what has occurred. In most cases, the incident was caused by a student over the age of 25, who is on medication, or who has taken themselves off of medication. When the student displays bizarre behavior, Austin talks with him; sometimes the student behavioral team, which includes Austin, April Sessler, Associate VP of Student Affairs, and Eric Wallace, Coordinator of Intervention Programs will visit with the student together. AC police will run a criminal background check on the student; the student usually will receive a disciplinary suspension; and a trespass warrant. Anytime a trespass warrant is issued on campus, the Amarillo Police Department and AC Police Department are made aware.

SACS COMPLIANCE CERTIFICATION PROGRESS REPORTS – Matney received a report from Mark Hanna; they plan to meet this week so Hanna can explain to Matney his role in the compliance certification process. McAnally said that the AC SACS team will start writing in March and if anyone needs training, they need to seek it soon; the leadership team will have training in February.

COST SAVINGS IDEAS (SYSTEM AND PROCESS) – The State deficit could be a \$27 billion shortfall for the upcoming biennium. Matney encouraged getting the employee groups to solicit input and encouraging them to embrace cost savings. Lowery-Hart has visited with division chairs and they are ready for serious conversations. Discussion ensued regarding ways to collect cost saving ideas. An online system will need to be constructed; no anonymous suggestions will be accepted. Various categories of savings were discussed; Green and Colaw will collaborate on database gathering. Broad-based involvement of employees and students are most favorable.

BUDGET TALKING POINTS – Handouts were distributed. It is important to put these ideas into talking points. We must all work together to reduce our budgets for this year and the coming years as we face significant budget reductions. We need to take action on the cost saving ideas or take them off the list. The following tenets represent the philosophy that will guide the Cabinet as they evaluate the program budgets and expenses. • We are all in this together • We cannot continue business as usual – we have to creatively evaluate how we can better use our resources • Tighten budgets now to ensure we do not have radical budget cuts later this year • Use comparable data in making budget cuts for appropriate programs • Only make purchases that are vitally necessary to fulfill purpose of your job or mission of the College • Cabinet members will follow up with budget managers to identify and implement additional cost saving strategies. It was mentioned that we change the wording of budget talking points to budget guiding principles. Lowery-Hart distributed a sheet of programs which are planned to be deactivated within the next four years. The five programs have all been notified.

McAnally moved, seconded by Lowery-Hart to adopt budget guiding principles from talking points and the above tenets. The motion carried.

LISTENING AND LEARNING SESSIONS – Matney said there were two good sessions on January 11. Some areas discussed included: parking, summer pay, online courses, distance education fee, the possibility of no raises in the fall, credit card fees passed on to students, and change from access to success. All employees need to be made aware of what we can and cannot do concerning costs; everyone needs to know that all of us will be asked to do more with less.

Announcements:

- Matney, Green, and Lowery-Hart recently had lunch with Wendy Marsh, former regent, to discuss some upcoming opportunities for the honors program.
- Matney suggested, during budget discussions, that the Cabinet meet more often than twice a month.
- A dinner, underwritten by Underwood Law Firm, for current and former regents and current and former AC Foundation chairs will be held on January 20 at the Amarillo Country Club. They will take this opportunity to roll out the new enhanced program initiative for the honors program.
- McAnally distributed packets from SACSCOC for each Cabinet member along with their responsibility in the reaccreditation process.

Next meeting: February 4, 2011

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