

PRESIDENT'S CABINET MEETING

March 1, 2011

MINUTES

MEMBERS PRESENT:

Bob Austin, Terry Berg, Ellen Robertson Green, Russell Lowery-Hart, Danita McAnally, Paul Matney

MEMBERS ABSENT:

Lee M. Colaw and Damaris Schlong

OTHERS PRESENT:

Richard Constancio, Bruce Cotgreave, Theresa Rider, Brenda Sadler, and Lou Ann Seabourn

Core Values: Integrity + Innovation + Teamwork = SUCCESS

Discussion:

ALLIED HEALTH RENOVATION PLANS – Richard Constancio, Shiver-Megert, shared the upcoming renovation plans for the Allied Health area on West Campus. He spoke of and showed on a planning board which areas, i.e., radiology, pharmacology, respiratory care, nuclear medicine, would be renovated and which areas would get new classrooms, labs, office space, and sticky spaces. Funds for the renovation were budgeted at \$2.1 million, but could come in at \$2.4 million. Bruce Cotgreave spoke of the phasing of each area and explained how some areas such as radiology might be more difficult to shut down to move. This building is full of asbestos; they plan to start the abatement in some areas on May 1; they plan to start the renovation process May 16. The asbestos abatement in Respiratory Care may run through the second week of September. In phase 4 Radiology classes end in December; they will have until January to get the work completed. All phases will need to be coordinated in order to have power run to each program.

LEGISLATIVE UPDATE – Matney distributed a handout regarding HB1 proposed budget reductions. The total one-year reduction for FY 2011-2012 could be for instructional formula - \$1.9 million; group health insurance - \$3.0 million; and retirement contribution - \$763,000 for a total of \$5.7 million. Matney also distributed a revised version of his testimony to the House Appropriations Subcommittee on Higher Education which he presented in Austin on February 18.

FEDERAL FUNDING FOR THE CORPORATION FOR PUBLIC BROADCASTING (CPB) AND THE EFFECT ON KACV – The Corporation for Public Broadcasting (CPB) is the federal group which provides funding for PBS and NPR. Currently, the House has zeroed out this funding for the future; the Senate has cut the budget but has kept some funding in there. Green said that KACV should be contacted in June as to the cuts and if any federal funding will be available. Green and Lowery-Hart have begun looking for ways KACV could be a revenue source, such as producing on-line classes and offering some to AISD. Linda Pitner, KACV-TV & FM General Manager, has requested some of their supporters write our Congressmen.

PARTIAL HIRING FREEZE AND TRAVEL – Matney reminded Cabinet to keep a list of positions not being replaced and Theresa Rider will keep track of the budget reductions when submitted to her.

TUITION & FEE INCREASE PROPOSALS – Matney said that the tuition and fee increase proposal would be taken to the March 22 Board meeting for their approval. Discussion ensued with varying scenarios. It was recommended to raise dual-credit classes' tuition. McAnally moved, seconded by Austin to approve an increase in the tuition proposal for dual-credit classes. The motion carried. It was also recommended to charge students who retake a course for the third time a Rider 50 fee in the amount of \$50 per class retaken for three or more times. Berg recommended increasing the general fee - \$3/CH; in-district tuition - \$4/CH; out-of-district tuition - \$14/CH; distance education fee - \$5; and dual credit fee - \$15.

VET & APPROVE COST SAVINGS MEASURES – A handout regarding cost savings measures was distributed and discussed.

- Reduce utility costs by turning out lights when you leave a room.
- Monitor office supplies to control cost.
- Reduce travel.
- Purchase office furnishings through purchasing department contracts.
- Reduce or eliminate majority of food expenses at meetings.
- No college funding for birthdays, retirements, Christmas parties, etc.
- No college funding for office decorations.
- No college funding for department shirts and jackets.

Berg moved, seconded by Austin to approve cost savings measures to be sent out to everyone by email. The motion carried.

REVENUE ENHANCEMENTS – Green indicated that money was being saved by not mailing out as many Continuing Education class schedules. There was a suggestion to hold employee pinning ceremonies only twice a year. Matney will ask Lynn Thornton to lead discussion with the three employee group leaders regarding this suggestion. Money could be saved by offering fewer classes this summer. If fewer classes are offered, some buildings could be closed thus saving some utility costs for the summer.

Announcements:

- Budget meetings will be scheduled and placed on Cabinet calendars for the Tuesdays regular Cabinet meetings are not scheduled; these will run through June, if needed.

Next meeting: April 5, 2011
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