

PRESIDENT'S CABINET MEETING

April 5, 2011

MINUTES

MEMBERS PRESENT:

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

OTHERS PRESENT:

Brenda Sadler and Lynn Thornton

Core Values: Integrity + Innovation + Teamwork = SUCCESS

Action:

FOOD SERVICE PROPOSAL – Lynn Thornton, Director, Administrative Services/Human Resources, distributed and discussed a food service proposal. Amarillo College has subsidized the operation of the two cafeterias; one on Washington Street Campus and another on West Campus at a cost of \$79,600 per year to Great Western Dining. AC is responsible for maintenance and replacement of the kitchen equipment and supplies resulting in a total annual operating budget of \$94,770 for the two cafeterias. In fall 2010, a committee was appointed composed of five administrators; five classified staff; five faculty; and six students. It was the consensus of the committee that the status quo could not continue. A survey was given to committee members to rank their top three choices, 20 out of 21 surveys were completed; results were: coffee bar with pastries – 17; grill/salad bar – 16; convenience store – 15; vending machines – 8; close cafeteria/ no food or beverage service – 2. The coffee bar with pastries and grill/salad bar would require staff and Health Department inspections; the convenience store option is no longer available; vending machines requires no staff, can eliminate all kitchen equipment, no cost to AC, AC receives a commission from vending machine sales, and no Health Department inspections. Thornton stated that under current financial constraints the vending machines seems to be the viable option. Custom Foods can provide machines that accept credit and debit cards and they can provide machines that produce gourmet coffees. Also, Custom Foods could provide microwaves for heating the food after purchase. Colaw made a motion, seconded by Austin to move forward with a no full service plan as we have at present which included closing the current food service. Motion carried. Great Western Dining food service will end May 13; it should be totally closed by May 31, 2011.

Discussion:

CONTINUING EDUCATION BOND CONSTRUCTION PROJECT – It was suggested to move forward with the bond project. On Wednesday, April 6, Cabinet will have their first phone conference with Shiver-Megert regarding this project. There is between \$4.0 and \$6.0 million available for use; Cabinet will need to prioritize. The downtown facility will need to be improved. The goal is to change the Polk Street Campus and put more emphasis on making more space available for community use of the facility so AC can make more revenue; to tie more classes in with academic classes; vacate 14th Street; furnish a record storage facility; take down Nixon Gym; and consider renaming the campus. Cabinet discussed various usages of the campus.

FACILITY MASTER PLAN UPDATE (SHIVER-MEGERT) – Cabinet members will be working closely with Bruce Cotgreave and Shiver-Megert regarding existing spaces and buildings and will help with prioritization of use for \$18 million in bond money. Matney would like to take to the Board and be able to tell them that Cabinet has met with Shiver-Megert on projects and existing bond money. The Student Government Association wrote a resolution on April 20, 2010 requesting crosswalks around the Washington Street Campus, especially on Van Buren Street and 22nd Street; this will need to be presented to the City Traffic Commission.

IMPROVING EMPLOYEE AND STUDENT SELF-SERVICE WITH myACCOUNT VER. 2 – Colaw provided a handout of a proposed card, which looks like a business card, and discussed new information regarding myACcount.actx.edu. This service provides students with email; Google apps; Web Advisor; and AC online. Service provided for faculty and staff is AC email; Exchange/Outlook Account; Web Advisor; and AC Online. The ACNetID is currently tied to one's name; in the future, individuals will be given a new user ID that will not be tied to one's name. The current myAC accounts will be gone on May 21. A link for the new version can be placed on the AC main website.

GOOGLE APPS FOR STUDENTS – Colaw said this would be a web-based account; it will have the capability to do word processing, documents, and spreadsheets. These applications will be more cost-efficient.

Announcement:

- Phi Theta Kappa presented Matney with a Call to Action in Support of Students petition. It focused mostly on planning for student college completion and success.

There was a brief recess and then Cabinet reconvened for a run-through of the 2011-2012 budget requests. Theresa Rider joined the Cabinet for this portion of the meeting.

Next meeting: April 19, 2011 (meeting with consultants)

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