

PRESIDENT'S CABINET MEETING

June 28, 2011

MINUTES

MEMBERS PRESENT:

Terry Berg, Lee M. Colaw, Ellen Robertson Green, and Paul Matney

MEMBER ABSENT:

Bob Austin, Russell Lowery-Hart, and Danita McAnally

OTHERS PRESENT:

Brenda Sadler

Core Values: Integrity + Innovation + Teamwork = SUCCESS

Matney distributed a copy of the news release which will go to press on Wednesday regarding Amarillo College's budget challenge for the next biennium. He mentioned meeting Jacob Mayer, the new *Amarillo Globe News* beat reporter. Amarillo College expects to receive \$8.5 million less in state funding for the upcoming biennium than was originally allocated for the current biennium. AC will capture about \$1.8 million in savings next year with a reduction of 41 positions. In March 2011, Regents adopted a tuition/fee increase of \$7 for in-district students and \$21 for out-of-district students; the new rates will go into effect fall 2011 and will increase revenue by about \$2.9 million. Matney will send out an email campus-wide regarding the budget.

Discussion:

FOOD POLICY – Berg distributed an Operating Policy and Procedure regarding establishing rules governing the appropriate use of College funds for official functions, business meetings, and entertainment. Berg requested that Cabinet members read over the draft of this proposal and bring back for discussion when the majority of members are present. After approval, he would like to find a place on the AC page to place this policy/procedure to allow employees access to it.

LEADERSHIP AMARILLO/CANYON – Matney gave a brief history of AC's involvement with Leadership Amarillo/Canyon (LAC). In the past it was housed at the Polk Street Campus; AC was the fiscal agent; and had employees who went through the program. LAC is now housed at WTAMU and has added Teen Leadership. Sharon Miner, executive director, met with Matney and expressed a desire for Amarillo College to get re-involved and enroll AC employees. Cabinet members agreed that some employee should be enrolled; AC will pay the enrollment fee which may be \$1,000 per employee.

FIRST WEEK ACTIVITIES – Matney distributed a draft for the fall 2011 for First Week Activities. Currently, the first two days, August 15 and August 16, are devoted to faculty orientation. Also, on August 16 there will be a soft-rollout of Achieving the Dream presented to selected groups by Coaches Dr. Linda Watkins and Nancy Showers. A hard-rollout is scheduled to be presented to the community on October 21. On Wednesday, August 17, we will have a continental breakfast at 8:00 a.m. and then the fall General Assembly from 9:00 – 11:00 a.m. Underwood Law Firm will host a cookout for all AC employees. There will be department meetings throughout the remainder of the

week. Dr. Donna Beegle will be a guest presenter and facilitator regarding Poverty Training for AC faculty, staff and guests from Clarendon College, Frank Phillips College, WTAMU, and ENMU; this will be held at the Civic Center Grand Plaza on Friday, August 19 from 9:00 – 4:00. A dual-credit meeting will be held August 9.

CONSTRUCTION AND RENOVATION PROJECTS – Berg referred to a list of existing bond projects and additional projects under consideration. The Life Enrichment Center at Polk Street Campus and the Auto Body Building at East Campus have been removed from the list of projects. Dutton Hall on the Washington Street Campus will start renovation in August 2012. Richard Constancio, Shiver-Megert, will draw up plans for the additional projects to be presented to the Board of Regents. Matney suggested having a Board Planning Retreat to walk them through the various projects.

Announcements:

- Matney distributed brochures regarding The Sounds of Summer Concert Series for Amarillo and Canyon; Urban Design Standards for Downtown Amarillo; and Helping Cities Grow, designed by Wallace Bajjali Development Partners.
- Green reported TIRZ funds are going being applied for to help get the parking lot around the Polk Street Campus paved. Plans will have to be made and taken to the TIRZ Board.
- Matney is scheduled to go to the city in July to talk about the “AHS Sign” on the Polk Street Campus. Green said that it would be beneficial to start referring to the Polk Street Campus as Amarillo College’s Downtown Campus.
- Matney expressed his desire to invite Mayor Paul Harpole to a Cabinet Round-Table meeting in August or September.
- Green said the city is planning a water conservation plan. Joe Wyatt and David White will create a Cost Savings Measure regarding water conservation and send out to employees. Bruce Cotgreave has begun a water conservation plan for the AC campuses.
- On July 12, the Rick Husband Amarillo Airport will open its new wing.

There was a brief recess then Cabinet reconvened to discuss the FY12 budget.

Next meeting: July 19, 2011
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