**Program Committee Name** – ex. Computer Information Systems

**Chairperson** – appointed by program manager (someone outside of Amarillo College)**Meeting Date, Time, and Place** – date, time and place recorded minutes take place

**Recorder** – person taking notes from meeting

**Members** – Include all members of committee; place an x to left of name if present

**Ex-Officio** – Include all other people present

**Agenda Item** – list the agenda under appropriate headings

**Action Discussion Information** – If a motion is made; make note in this section and include results

**Responsibility** – name of person making motion

**Key Discussion Points** – **Discussion** – Complete discussion of agenda items

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| **PROGRAM COMMITTEE NAME**: | | | | ACHC Advisory Committee | | | | | | | | | |
| **CHAIRPERSON:** | | Randy Farr | | | | | | | | | | | |
| **MEETING DATE:** | | 11/10/2011 | | | **MEETING TIME:** | 5p-6p | | | **MEETING PLACE:** | | Chamber of Commerce Board Room, 701 N. Main | | |
| **RECORDER:** | | John P. Liscano | | | | | | | **PREVIOUS MEETING:** | | N/A | | |
|  | | | | | | | | | | | | | |
| **MEMBERS PRESENT** | | | | | | | | | | | | | |
| **List all members of the committee, then place an X in the box left of name if present** | | | | | | | | | | | | | |
|  | **NAME** | | **TITLE** | | | | | **EMPLOYER INFO** | | **PHONE** | | | **EMAIL** |
| X | Randy Farr | | Chair | | | | | Retired | |  | | | [rtf24@sbcglobal.net](mailto:rtf24@sbcglobal.net) |
|  | Adrian Alejandre | |  | | | | | Hereford State Bank | | 364-3456 | | | [aalejandre@ffin.com](mailto:aalejandre@ffin.com) |
| X | Diego Barrela | |  | | | | | Hereford ISD | | 363-7682 | | | [diegobarela@herefordisd.net](mailto:diegobarela@herefordisd.net) |
|  | Stephanie Barrett | |  | | | | | Friona ISD | | 250-3951 | | | [sbarrett@frionaisd.com](mailto:sbarrett@frionaisd.com) |
|  | Jim Davis | |  | | | | | Panhandle Worksource | | 364-8600 | | | [jdavis@wspanhandle.com](mailto:jdavis@wspanhandle.com) |
|  | Irene Favila | |  | | | | | MET, Inc. | | 806-293-9130 | | | [plainview@metinc.org](mailto:plainview@metinc.org) |
|  | Jim Bob Jones | |  | | | | | Farmer | |  | | |  |
|  | Kelli Moulton | |  | | | | | HISD, Superintendent | | 363-6758 | | | [kellimoulton@herefordisdn.net](mailto:kellimoulton@herefordisdn.net) |
|  | Sara Pesina | |  | | | | | Hereford ISD | | 363-7620 | | | [sarapesina@wtrt.net](mailto:sarapesina@wtrt.net) |
|  | Sheila Quirk | |  | | | | | H.E.D.C. | | 364-0613 | | | [hedc@wtrt.net](mailto:hedc@wtrt.net) |
|  | Martha Rincon | |  | | | | | H.R.M.C. | |  | | | [martha.rincon@cohs.net](mailto:martha.rincon@cohs.net) |
|  | Susan Robbins | |  | | | | | Stanton Learning Center | | 363-7610 | | | [susanrobbins@herefordisd.net](mailto:susanrobbins@herefordisd.net) |
|  | Mike Schueler | |  | | | | | First Bank Southwest | | 364-2435 | | | [MikeSchueler@fbsw.com](mailto:MikeSchueler@fbsw.com) |
|  | Jerry Smith | |  | | | | |  | |  | | | [jerry@jerrysmithlaw.com](mailto:jerry@jerrysmithlaw.com) |
|  | Karron Smith | |  | | | | | Chamber of Commerce | | 647-4486 | | | [karrons@valornet.com](mailto:karrons@valornet.com) |
| X | Jerry Stevens | |  | | | | | 5-Star Car & Truck Center | | 364-2160 | | | [stevens5star@wtrt.net](mailto:stevens5star@wtrt.net) |
|  | Sue Sumers | |  | | | | | Dimmitt ISD | | 647-3105 | | | [susummers@dimmittisd.net](mailto:susummers@dimmittisd.net) |
|  | Don Taylor | |  | | | | | Happy State Bank | | 806-394-2265 | | | [dtaylor@happybank.com](mailto:dtaylor@happybank.com) |
|  | Josh Woods | |  | | | | | First National Bank | | 806-363-2265 | | |  |
| **EX-OFFICIO’S PRESENT** | | | | | | | | | | | | | |
| X | John P. Liscano | | Administrative Clerk | | | | | Amarillo College | | 806-457-4405 | | | [J0341711@actx.edu](mailto:J0341711@actx.edu) |
| X | Ron Faulkner | | Guest | | | | | Amarillo College | | 371-5930 | | | [rlfaulkner@actx.edu](mailto:rlfaulkner@actx.edu) |
| X | Daniel Esquivel | | Executive Director – ACHC | | | | | Amarillo College | | 806-457-4401 | | | [dmesquivel@actx.edu](mailto:dmesquivel@actx.edu) |
| **AGENDA ITEM** | | | | | **ACTION DISCUSSION INFORMATION** | | | | | | | | **RESPONSIBILITY** |
| Old Business: | | | | |  | | | | | | | |  |
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| Continuing Business: | | | | | Executive Director’s Report  Hereford Campus Expansion Project Update | | | | | | | | Daniel Esquivel  Daniel Esquivel |
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| New Business: | | | | | Hereford Economic Development Corporation Partnership  Individual Development Account Program  Job Placement for College Students | | | | | | | | Randy Farr & Daniel Esquivel |
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| Curriculum Decisions: | | | | |  | | | | | | | |  |
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| Other: | | | | |  | | | | | | | |  |
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| **KEY DISCUSSION POINTS** | | | | | **DISCUSSION** | | | | | | | | |
| Old Business: | | | | |  | | | | | | | | |
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| Continuing Business | | | | | Executive Director’s Report   * Spring 2012 registration, Nov.7 – Jan. 13 * Bacterial Meningitis issue   + Low supply of vaccinations and many students not vaccinated   + TX Dept. Health requirements limiting eligible vaccination recipients   + Cost of vaccination at local pharmacy is $129.00   + Academic Students must obtain vaccination within 10 before the start of Spring 2012 semester   + Continuing Education students enrolled in classes with less than 320 hours will not be effected * College Closed for Holidays (Thanksgiving Nov 24th-25th & Christmas Dec. 19th-Jan.1st) * AC Student Bowling Night, Friday Nov. 18th, 6pm at the Sugarland Bowling Alley * Career Tech Expo, Tuesday, Dec. 13th, 4p-7p (Tentative)   + Emphasis on Spring 2012 Continuing Education programs   + Introduction of New CE programs     - Renewable Energy     - AC/DC     - Welding     - Safety   + Advertising campaign to include Newspaper Ad with Career Highlight   + Food will be served in an effort to increase community participation & attendance.   Hereford Campus Expansion Project Update   * Architect Selection Process underway   + Last 3 finalists will be making their presentations on 11/29/2011 & 12/2/2011   + AC Board of Regions special session to select final candidate on 12/13/2011 * Summer 2012 Target Groundbreaking/Construction date * Spring 2014 Target Opening date   Capital Campaign – Naming Opportunities   * Purpose: To create a sense of ownership within the community. * Constructing Packets/Photo booklets with architectural drawings to distribute to local businesses & organizations to increase capital donation interest. * Discussion of naming college buildings/physical fixtures after key Individuals (Ex: Dr. McBrayer Hall). | | | | | | | | |
| New Business: | | | | | Hereford Economic Development Corporation Partnership   * Local are business’s voicing need of people with basic life skills who want to work * Recruitment via email to be sent to representative groups from local companies to research local business workforce needs & develop a community action plan.   Individual Development Account Program  Job Placement for College Students | | | | | | | | |
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| Curriculum Decisions: | | | | |  | | | | | | | | |
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| Other: | | | | | AC-Hereford Campus Mobile Lab to be placed in the December 5th Parade.  New time for Advisory Committee Meetings   * Monday’s during the lunch hour. | | | | | | | | |
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| **Chairperson Signature:** | | | | | **Date:** | | | | | | | | |
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