

**Dean's Council
November 18, 2011
Minutes**

Members Present: Russell Lowery-Hart, Joy Brenneman, Tamara Clunis, Bill Crawford, Kim Davis, Daniel Esquivel, Shawn Fouts, Patsy Lemaster, Carol Moore and Renee Vincent

Members Absent: Jerry Moller

Others Present:

Kathy Wetzel

Kathy Wetzel has been awarded the National Community College Professor of the Year award by the Carnegie Foundation for the Advancement of Teaching. She is currently in Washington, D.C. and will be honored at a congressional reception tomorrow evening.

A reception in Kathy's honor, hosted by Faculty Senate, is scheduled for Monday, November 28 from 2:00 to 3:30 in the CUB foyer.

PET Forms

PET forms are still being collected. After all forms are collected the Dean's Council will meet to discuss and review the outcomes.

Career Center

As part of the Post Secondary Success Gates Grant, an application has been submitted to create a Career Center on the WSC. The focus will be on career placement, job skill building and soft skills. If the application is approved it will partner with Texas Workforce Commission. The center will report to the Student Affairs division and be housed in the old cafeteria space.

Honors Program

Paul and Russell have been meeting with the area high school principals to discuss the Honors Program. The meetings have produced excitement about AC and partnerships beyond the Honors Program. AC receives 62% of all AISD students that enroll in college. The original goal was to increase enrollment in the honors program but has now expanded into targeting students that attend

nowhere. KACV is working to develop spots that will be broadcast in the high schools and they want to use AISD students in the spots. We need to identify 5 to 7 programs to target and answer the following questions:

1. How long does it take?
2. How much will they make?
3. What are the criteria to get in?

Crawford suggested Medical Lab and Respiratory Care as the health science programs that could be targeted.

CIS, Networking, Utility Power Worker, Instrumentation and Manufacturing are potential CTE programs

310's

Human Resources has asked for more complete justification when 310s are submitted.

SACS

Deans and department chairs have a mandatory SACS meeting scheduled on December 1 at 3:00pm. The purpose of the meeting is to train leadership to address faculty credentials (vitas, syllabi, etc.) within their area. The initial review of faculty credentials was done by faculty in the mathematics and engineering department. The deans will be given a list of issues concerning faculty within their departments and asked to correct all concerns by the end of the semester. The goal is to create a permanent process for reviewing and approving faculty credentials.

The writing of all sections for the upcoming SACSCOC review, with the exception of the Institutional Effectiveness department, has been completed.

No Excuses

The No Excuses kickoff with Kay McClenny was conducted October 21. The current Chats and Stats sessions are designed to follow up on the information gathered at that meeting.

New Business

Daniel is involved in the selection of a new Hereford Economic Development Corporation (HEDC) director.

The Requirements for Official Functions and Entertainment policy was emailed this afternoon from the Business Office. Russell asked that Council members review the policy and it will be discussed at the next Dean's Council meeting.

Ron Faulkner submitted his resignation and will retire effective January 31, 2012.

Continuing Healthcare is looking into the development of a massage therapy program.

Damen Lopez will be here January 9 at 10:00 as keynote speaker at General Assembly or as a breakout speaker. Lunch and a planning session is scheduled from noon to 3:00 to develop a plan to become a No Excuses College. The meeting is intended for Dean's Council, President's Cabinet and Student Affairs leadership. AC is the first No Excuses college and Tascosa High School will be the first No Excuses high school in the nation.

Hereford and MCC are concerned the bacterial meningitis requirements are impacting student enrollments for the spring semester. The Health Department in Amarillo charges \$5 for the vaccine but only serves students who have no insurance. The cost of the vaccination elsewhere is approximately \$110.

Adjourned at 3:25.