

PRESIDENT'S CABINET MEETING
March 20, 2012
MINUTES

MEMBERS PRESENT:

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

OTHERS PRESENT:

Lana Jackson, Jeanette Nelson, Theresa Rider, and Brenda Sadler

Core Values: Integrity + Innovation + Teamwork = SUCCESS

Discussion:

TUITION/FEES – Berg distributed handouts. The handout displaying the comparison of projected tuition budget increases for 2012 2013 was discussed. Total tuition/fees based on fall 11, summer 11, and spring 11 was \$17,778,041 which was a 10% reduction of \$17.8 million. The estimated budget for FY12-13 is \$16,000,237. The total credit hours for the three most recent semesters based on fall 11, summer 11, and spring 12 is 207,434. If fees are increased \$1/credit hour revenue generated, with a decrease of 10%, would be \$186,691. A tuition increase of \$1/credit hour less TPEG of 6% would generate \$175,489 in revenue. We do not want to turn away any student who is not able to pay for a meningitis vaccine; a waiver form will be created. A TRTF or technology fee needs to be increased. Sixty-six percent of students take less than 12 hours.

The following funding needs for FY13 were discussed:

- State Reductions
- Raises
- Fund New Positions
- TRTF Infrastructure
- Reduce Enrollment/Focus on Completers
- Reserves - \$2 million – Hereford Campus
- A & I
- QEP
- Increased Operational Costs

- Student Success Costs:
 - Tutoring
 - Persistence
 - Accelerated Developmental Education
 - Career Center
 - FYS (First Year Seminar)
 - Poverty
 - Course Redesign

Berg recommended an increase of \$2/credit hour in tuition, \$3/credit hour in fees, and \$1 in the technology fee.

A preliminary estimate for 2012-13 taxes handout was distributed. A 6% increase for a total of a \$933,903 increase was discussed.

Lowery-Hart suggested beginning work on FY14 budget in September since the SACS report will be completed.

Theresa Rider will work up a chart showing increase in revenue for an increase of \$2/credit hour in tuition, \$3/credit hour in fees, and \$1 in the technology fee and \$2/credit hour in tuition, \$2/credit hour in fees, and \$1 in the technology fee.

*After numbers were run, it was decided to take a proposal to the Board of an increase in in-district of \$6; out-of-district of \$9; and out-of-state of \$10 per credit hour.

JACC-PAC – Matney told Cabinet it was time to collect funds for contribution to JACC-PAC. The State goal is \$100,000; AC's is \$1,763. Matney appealed to Cabinet to write a check and send to him by next week. He will also talk with the Dean's Council about contributing.

BUDGET PLANNING PRIORITIES – Matney distributed a No Excuses Plan – Student Success and Completion Agenda to “move the needle.” He said budget meetings need to be set up soon for April.

CELLPHONE USAGE IN COLLEGE VEHICLES – Berg distributed a handout regarding a wireless communication device while driving form to be signed by employees who use College vehicles. Our insurance company advises that AC support the policy to prohibit use of cell phone usage while driving College vehicles. Any employee who violates this rule is subject to disciplinary action, including possible termination.

QEP FIVE-YEAR IMPLEMENTATION BUDGET – Dr. Lana Jackson distributed handouts regarding the Quality Enhancement Plan implementation timeline and proposed five-year budget. Several subcommittees have worked on the First Year Seminar Initiative (FYS); another subcommittee has worked on the training of faculty. Jackson spoke about personnel salaries and benefits. She is the person responsible for QEP implementation. Jackson said someone needs to serve as the FYS Curriculum Specialist; faculty and staff need to have training yearly. Other personnel needed would be clerical support; student peer leaders, which would be grant supported; board appointed faculty to receive overload pay for teaching a success class; IR support, which would be in-kind money; and CTL support. Physical education classes will no longer be in the core curriculum. Jackson spoke of support and facilities such as space, furniture, phones for the personnel; supplies; travel; marketing and dissemination; and faculty and staff professional development for on-going training and stipends. The budget will be submitted to SACS in July. Software and hardware will be needed; smart classrooms; assessment instruments in Advising for MyPlan licenses; and professional partnerships. Cabinet requested numbers indicating what is currently in the QEP budget. A pilot course has been introduced and implemented; there was a 2% gain in retention of those students who took the pilot course.

Announcements:

- Representative John Smithee was named the Distinguished Alumnus recipient; there will be a lunch or dinner given in his honor which will serve as a fundraiser. He will be the keynote speaker at Honors Convocation on April 25.

- Matney distributed a *New York Times* article entitled “Rural Community Colleges Battle Financial Squeeze.”
- There will be a 2-hour special Cabinet meeting next week to discuss the plans for the library and Career Center.
- Matney distributed an invitation to the Harrington Faculty Fellows and Harrington Graduate Fellows of The University of Texas at Austin luncheon and symposium on Tuesday, April 3, 2012, 12:00 noon to 2:00 p.m. at the Amarillo Country Club.

Next meeting: April 3, 2012

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