

PRESIDENT'S CABINET MEETING

January 8, 2013

MINUTES

MEMBERS PRESENT:

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

OTHERS PRESENT:

Brenda Sadler

Core Values: Integrity + Innovation + Teamwork = SUCCESS

Discussion:

AMARILLO GLOBE-NEWS MAN & WOMAN OF THE YEAR LUNCHEON – Matney discussed the upcoming Man & Woman of the Year Luncheon. Dr. Bud Joyner and Sharon Oeschger will be honored on January 23. Matney invited Cabinet members to sit at one of his two tables for the event.

BUDGET AND POST-HOLIDAY CLOSURE – Colaw expressed his confusion on closure of the College and the need for skeleton crews during the Christmas holidays. There was discussion.

2013-2014 ACADEMIC CALENDAR – Austin distributed a draft of the 2013-2014 Academic calendar. Discussion ensued. As in the past, AC's calendar coincides closely with AISD's calendar. Austin said he will take the calendar to Faculty Senate for their input. Lowery-Hart moved, seconded by McAnally that the 2013-2014 Academic Calendar be approved pending discussion with Faculty Senate. The motion carried. Austin will distribute the calendar to all faculty, staff, and administrators once it is approved.

STUDENT SUCCESS PHILOSOPHY – Green questioned AC's liability if an employee offers a ride to a student and it results in a wreck. There was discussion regarding placing a disclaimer on any form created regarding offering students a ride. It was suggested to have AC's attorney look at the liability and disclaimer issue. There was discussion to communicate better to students about what AC has to offer them. A possible waiver for students to sign was mentioned.

SACS SUBSTANTIVE CHANGE PROTOCOL – There was discussion regarding all the hard work AC employees did on the SACS report that AC definitely does not want to risk being placed on probation, and that everyone should work just as hard to rectify any recommendations the SACS Committee sited. McAnally said she was waiting on some protocol changes before proceeding.

NO EXCUSES NO LIMITS COMMUNITY REPORT CARD – A copy of the Amarillo community report card was distributed. The report card shares information regarding education, financial stability, employment, and health of the Amarillo community as it compares with the state. The "notes" column of the report card will change to "trends." Austin and McAnally are members of a community data work group which helps to compile information for this report card. The Amarillo Area Foundation recently sent out information for partners to provide feedback. McCormick Advertising has been hired to change the look of the report card. Amarillo Area Foundation will roll

out the new report card at the AC Downtown Campus on February 19. The report card will be updated and distributed annually. The big challenge is to make certain all partners in the community work together.

CAMPAIGN FOR HEREFORD – The Amarillo Area Foundation has approved the \$315,000 matching grant for the Hereford Campus. AC plans to build two technology buildings and also approved a \$250,000 sports complex for the Hereford Campus. AC has committed \$158,000 for their part of the matching grant. On January 22, Bob Josserand, Mayor of Hereford, will host a luncheon meeting with 50 interested Hereford community members to ask for funding donations to take care of the shortfall of funds for the buildings planned for the Hereford Campus.

BELL HELICOPTER REINVESTMENT ZONE TAX ABATEMENT REQUEST – The City Commission and Potter County Commission will be asked to approve the reinvestment zone tax abatement for Bell Helicopter over ten years. AEDC gifted the land in question to Bell. Bell Helicopter Textron, Inc. will have a representative at the January 22 Board meeting to request the tax abatement.

BUDGET TIMELINE – Berg distributed a budget development timeline. Budget packets will be emailed to budget managers on February 6. Budgets will be due to appropriate Cabinet member on March 12; all budgets will be due to the Business Office on March 21; and updates will be sent out to budget managers on April 8.

2013-2014 BUDGET CONSIDERATIONS – Matney requested Cabinet members provide considerations for next year's budget and asked that this item be placed on the next Cabinet agenda for discussion.

Announcements:

- Danita McAnally was nominated to join the Leadership America Class of 2013.
- Matney distributed a handout regarding which senior institutions AC students transfer.
- Spring convocation is set for January 9; Dr. Mark Milliron will be the keynote speaker where he will discuss the future of higher education and Western Governors University.
- 241 graduates participated in the fall commencement.
- Lowery-Hart spoke of the intercultural workshop which will be held on Thursday, January 10; it will be designed to identify specific skills for our diversified students.
- Steve Chance was named AC Police Chief.
- The Board will be asked to complete the annual evaluation of the President; Matney requested that Cabinet members forward him their four to six accomplishments and achievements of the past year.
- McAnally announced that Kara Larkan-Skinner will be resigning to take a position at Our Lady of the Lake University in San Antonio; McAnally will take over the duties of the Director of Institutional Research in the meantime.
- Matney would like Renee Burnam, Director of Career and Employment Services, to give the Education Report at the January 22 Board meeting; Austin will ask her to do this.

Next meeting: January 22, 2013

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