

PRESIDENT'S CABINET MEETING

September 25, 2012

MINUTES

MEMBERS PRESENT:

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

OTHERS PRESENT:

Steve Chance, Brenda Sadler and Lynn Thornton

Core Values: Integrity + Innovation + Teamwork = SUCCESS

Austin, Berg, Matney, and Bruce Cotgreave met with Steve Mittelstet and Marcus Laughlin from Energy Education, consultants who assist colleges with energy conservation. They will return to Amarillo College with a proposal.

Matney was in Austin for a Legislative Appropriations Request Hearing; no legislators were in attendance. Dr. Rey Garcia, Texas Association of Community Colleges and a representative from Governor Perry's office were there.

Discussion:

12TH CLASS DAY ENROLLMENT REPORT – Austin distributed a handout on the fall 2012 12th Class Day Enrollment Report. The overall change in enrollment was the decrease in around 50 students from last fall; dual credit students increased by 324. There are 56% white and 34% Hispanic students enrolled. We continue to lose male students at 38% and females at 62%. Full-time students decreased by 451; part-time increased by 403. ACE students continue to grow; Caprock is AC's number one source of students. The overall enrollment number is 11,426.

SACSCOC ON-SITE VISIT DE-BRIEFING – Matney reported that AC had an outstanding visit. He praised all the hard work done by many employees. The on-site team members spoke highly of the institution. We received recommendations and will correct them both. Matney said he will look for appropriate ways to celebrate our great visit and report. McAnally said the visit was successful and a great team effort. In two weeks we will receive an exit report from the on-site team. It had been twelve years since our last on-site visit. Lowery-Hart spoke of the recommendations; and mentioned we are in the process of correcting qualification issues of three faculty members. Matney, Green, and Joe Wyatt met after the exit report to work on a press release. Matney read excerpts from a note he received from Bob Mathews, truck driving instructor, who praised the QEP Committee, their exceptional leadership, and all of their hard work. Matney encouraged everyone to keep good records from this on-site visit as we prepare to go through another on-site visit in five years.

DOL-TAACCT GRANT (\$2.5 M) – David Gardner, THECB, called and asked AC to submit a preliminary proposal for a U. S. Department of Labor - Trade Adjustment Assistance Community College and Career Training (DOL-TAACCT) grant; it was submitted on September 24. This grant would give Amarillo College an opportunity to target males and accelerate technical programs. Amarillo College desires to redesign courses and curricula in six technical fields focusing on continuing education to academic certificate and degree pathways for machining, welding, industrial

maintenance, automotive, truck driving, and utility power worker. AC already has a history of successful course redesign with general education courses. A project director and a curriculum specialist will need to be hired. AC proposes to accelerate multiple entry options for healthcare and technology access and efficacy necessary for long-term employment. Lyndy Wilkinson, Dean of Technical Education, will advise students regarding these fields.

AC POLICE DEPARTMENT UPDATE – Interim Chief, Steve Chance and Lynn Thornton, Director of Administrative Services, Human Resources, joined the Cabinet. A handout was distributed. Matney asked Chance to present his vision for the AC Police Department. The handout was discussed. Wearing of hats will be optional; wearing either short or long sleeve shirts also will be optional. There has been good response from the College. The Sergeant’s office was changed into a crime prevention office. Darryl Moore was appointed the Crime Prevention Officer. To help female staff feel safer a high-frequency whistle will be distributed to each. Chance said they have visited other crime prevention offices. They have aligned AC’s crime prevention unit with other units from APD, Potter County Sheriff’s Office, Randall County Sheriff’s Office, and Texas Tech University. They have appointed a Clery Act and Texas School Safety Center compliance officer and are rewriting the department manual in accordance with Clery, Texas School Safety Center, Amarillo College Policy, ICS, NIMS, and the Texas Police Chief’s Association. They are working on a strong partnership with APD. Chance said they are working with the APD Crime Analysis Unit and will receive weekly updates on crimes committed in Amarillo and specifically around each campus. They have reestablished the weekly crime report for Cabinet. Safety classes will be offered to Community Link staff and students. The three employee groups will be visited and presentations given. There will be two permanent officers on West Campus. Chance has met with the Criminal Justice Center. Chance stated there will be more communication with College Relations and they will notify them when asked for media interviews. He attended an area law enforcement meeting at City EOC on radio conversion which will occur the week of October 22. The new ARMS update will be installed October 15. Training, drills, and table top exercises are being planned. Chance plans to change the culture and environment of the department.

BUDGET RETREAT – The Cabinet Budget Retreat was scheduled for September 27, 8:30 – 1:30 at Region XVI, but had to be rescheduled; Wednesday, October 10 was selected; location will be determined. Discussion will focus primarily on next year’s budget process, but any items members wish to discuss and place on an agenda were encouraged. Matney requested items be submitted to him.

Announcements:

- Matney will ask the Board tonight for \$500,000 from reserves for the new Hereford Campus.
- Matney received a call from John Cornyn and Mac Thornberry’s offices regarding a \$1 million Economic Development Administration grant will help diversify and strengthen the local economy.
- Colaw distributed information regarding the Educause Center for Applied Research Study of Undergraduate Students and Information Technology.

Next meeting: October 15, 2012

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