

PRESIDENT'S CABINET MEETING
November 20, 2012
MINUTES

MEMBERS PRESENT:

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

MEMBER ABSENT:

Ellen Robertson Green

OTHERS PRESENT:

Brenda Sadler and Eric Wallace

Core Values: Integrity + Innovation + Teamwork = SUCCESS

Discussion:

AC UNITED WAY EFFORTS FALL 2012 – United Way gives us an opportunity to serve the neediest in our community. Matney thanked Austin for his service on the United Way and for his team. Austin introduced and thanked Eric Wallace for the work he has done on the State Employee Charitable Campaign (SECC) committee; he said that this committee has been successful the past four years; Austin has co-chaired the SECC committee with Wallace. Regent Don Nicholson has participated in SECC and United Way. Wallace served as a United Way loaned executive for two years where he received training; and was asked to go out into the community to speak to organizations and businesses. This year's AC loaned executives were Cynthia Terry and Mike Ward. This year there was more focus on internal giving; AC employees were given three or four opportunities to give. The amount given increased \$8,000 or 21%; 167 employees (25%) gave this year. Amarillo College was presented the 2012 President's Cup Award at the United Way Victory Luncheon; there was a friendly competition between AC, WTAMU, and Texas Tech University.

EMERGENCY NOTIFICATION SYSTEM UPDATE – The Emergency Notification System will be converted to Blackboard the first week of December. All employees and current students will be on the new system except ones who opted out earlier.

RESPONSE TO FACULTY SENATE PARKING RECOMMENDATION – Austin referred to a response he drafted to Faculty Senate regarding their parking request. He told them thanks for making the recommendation, but that the President's Cabinet did not support the recommendation which is inconsistent with AC's parking philosophy.

PRANA AGREEMENT UPDATE – Prana will have to buy 25 acres on or before November 2, 2013; 10 acres will be bought 70 days after the agreement is signed. An additional 50 acres which will bring the total to 75 acres will be purchased by November 2017. There are 782 acres available at the East property. Prana has some potential clients lined up to purchase and build on the property. Matney expressed his pleasure with the agreement, and with the way Board Chairman, John Hicks worked with Prana.

DOL – TAACCCT GRANT – Lowery-Hart and Lyndy Wilkinson, Dean of Technical Education, will present information about the benefits of the DOL – TAACCCT Grant at the November 27 Board meeting. Lowery-Hart praised four deans for their exceptional work for the East and West Campuses. This grant gives us a chance to expand our curriculum and be more competitive with Vista College and Milan Institute. There will be five healthcare and five technical programs effected by this grant. With changes, students in these programs can get trained and out earlier to pursue their ideal jobs. The healthcare programs will offer latticed credentials which will be integrated to enable students to earn multiple certificates/degrees. Technical programs will offer stackable credentials where students start at the bottom and work up adding courses. Lowery-Hart will provide a half-page explanation to distribute to the Board of Regents. Updating curriculum will provide students with more entry and exit points to begin and end their academic careers.

AAF GRANT PROPOSAL FOR HEREFORD – This grant proposal will request \$597,000 and will be matched with \$597,000 from Hereford. This grant is a three phase project to be used for construction. We were awarded an Economic Development Administration – Disaster Relief Grant, U.S. Department of Commerce, for \$1.0 million which will allow us to purchase technical equipment for the new Hereford campus.

EARLY RETIREMENT INCENTIVE – Item was deferred until next meeting. Berg distributed an email from Lynn Thornton, Director of Administrative Services/Human Resources, regarding logistics of an early retirement incentive and a table of eligible retirees who could take advantage of the incentive. The incentive proposal might be presented to the Board of Regents at the January 22, 2013 meeting.

SACS REPORT AND FOLLOW-UP – McAnally distributed a copy of the SACSCOC Reaffirmation Committee Report and the First Follow-Up Response for a Substantive Change Prospectus for 12 Dual Credit Locations. A letter addressed to Matney from SACSCOC regarding the on-site visit, and their professional judgment of the committee made in accordance with *Principles of Accreditation: Foundations for Quality Enhancement* was also distributed. Amarillo College must submit five copies of a written response to SACS on or before Wednesday, February 20, 2013, and three copies of AC's Quality Enhancement Plan provided the visiting Committee. Discussion ensued regarding concerns and Committee recommendations. There was also discussion regarding Amarillo College's process to ensure timely notification of substantive changes. Some concerns included: expanding at current degree level (significant departure from current programs); initiating a certificate program at employers request and on short notice; initiating other certificate programs; initiating off-campus sites (including Early College High School programs offered at the high school); expanding program offerings at previously approved off-campus sites; and altering significantly the length of a program.

FINANCIAL REPORT – Berg distributed and discussed the AC Financial Report as of October 31, 2012. Revenue: we are 17% of the way through the year; we have received 26% of budgeted revenue; 45% of academic tuition and fees has been received; and A & I funding is \$294,798. Expenditures: Institutional support is at 19% which includes insurance premiums; and the special items category is at \$1.9 million. Auxiliary Enterprises: Bookstores' profit is \$27,000; and rental properties' profit is \$231,000. Restricted Funds: Federal, state, local, and KACV grants and contracts have all increased. Cash and Investments: In October 2012 - \$54.2 million less \$16.9 million for a total of \$35.7 million; October 2011 - \$45.2 million less \$9.5 million for a total of \$35.7 million; and October 2010 - \$53.8 million less \$21.6 million for a total of \$33.2 million. Alterations and Improvements: total A&I/land improvements plus branch campuses actual expenses to-date is \$316,000. Tax Schedule: \$429,624 has been collected out of \$19,866,400.

Announcements:

- The Prayer Breakfast was held this morning; Brandon Slay was an excellent keynote speaker.
- Matney distributed a copy of a draft of the 2012-2013 Institutional Priorities which will be distributed at the November 27 Board meeting.

Next meeting: December 4, 2012

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