

**Dean's Council
February 5, 2014
Minutes**

Members Present: Joy Brenneman, Kim Davis, Daniel Esquivel, Lyndy Forrester, Russell Lowery-Hart, Jerry Moller, Carol Moore, Mark Rowh and Renee Vincent

Members Absent: Tamara Clunis and Patsy Lemaster

Others Present:

House Bill 5

We expect an increase in articulated credit and technical dual credit courses with the high schools. A printed list of the courses currently offered will be made available to the Deans, but other courses may be added if there is a need.

We will be piloting Developmental Education boot camps in the fall for the high schools. AC will work with our ISD partners to redesign our models based on the students' needs. The PC3 Council (AC, FPC, and Clarendon) met today at Region 16 to discuss our partnership to offer same processes and options and to share resources.

Department Leadership Happiness Club

Department Leadership retreat resulted in the group renaming themselves the Happiness Club. Deans have been asked to read the Happiness Advantage book and implement at least one thing with their team. The book will be discussed at the retreat in June.

Faculty and Dean Evaluations

Faculty evaluations must get done. Russell will be sending out information for dean evaluations soon.

Dean's Council Retreat

The Happiness Advantage will be discussed at the Dean's Council retreat. Russell also feels like people are working hard this year to implement new initiatives. He wants to discuss plans for engaging in more fun next year.

Budget

Budgets due to Russell by March 18 and due to the Business Office by March 20. Russell will send them on. Budgeting process will begin with deficit due to 6% decreased enrollment. Deans asked to be very thoughtful in planning; request no new positions unless they are revenue neutral.

Energy Management Plan

There is a proposal to employ an Energy Management position by contracting with outside source. Berg and Cotgreave have produced an internal plan. Russell asked for deans feedback. Internal processes, protocols and systems hamper our ability to schedule classes and events effectively.

New Business

Cost Study Analysis was done historically but is no longer produced by the Business Office. The deans unanimously voted for Russell to go to the President's Cabinet and request a Cost Study Analysis be re-instituted.

Danita will lead an Enrollment Retreat on Friday, February 14. The retreat will target strategies and goals. Russell asked to discuss class schedule.

In the future, deans will be contacted on Monday prior to Dean's Council meetings to ask for items to be placed on the agenda.

Deans' Council Member Reports

- Academic Success
- Arts & Sciences
- Center for Teaching and Learning
- Continuing Education
- Health Sciences
 - Will participate in a Career Expo at Dumas High School on February 28
 - Clinical Medical Assistant Program was approved by the Curriculum Committee
 - Recruiting students Amarillo-wide
- Hereford Campus
 - Sunday, February 16 will be new building public dedication
- Moore County Campus
 - Job Fair on April 4
- Technical Education

Adjourned at 4:20.