

**Dean's Council  
February 19, 2014  
Minutes**

**Members Present:** Joy Brenneman, Tamara Clunis, Kim Davis, Daniel Esquivel, Russell Lowery-Hart, Patsy Lemaster, Jerry Moller, Carol Moore, Mark Rowh and Renee Vincent

**Members Absent:** Lyndy Forrester

**Others Present:** Paul Matney

**Dr. Matney**

- Budget
  - Biggest challenge in the next budget is declining enrollment resulting in reduced tuition and fees as well as state reimbursement
  - No tuition increase and no tax increase next year
  - Looking for enrollment growth opportunities
- Energy Management Plan
  - Bruce Cotgreave and Terry Berg have developed an internal energy management plan
  - Energy management consultant RFP was sent out last week
  - Board sub-committee on energy savings to evaluate RFP
- Political Action Committee
  - JACCPAC – (Junior And Community College Political Action Committee) \$1700 goal for Amarillo College

**Text Book Issues**

Branch campuses experienced difficulty in receiving correct textbooks this semester. Books are not consistently available. Invite Dennis Leslie and Terry Berg to next meeting to discuss.

**Blackboard Content and Traffic**

End of semester traffic caused problems with access to Blackboard services and support in the fall. We need to look forward to address problems and not be reactive to problems. How do we become proactive while adding more content and use of the Blackboard system?

**MCC Blackboard Issues**

In December all MCC instructors did not have gradebooks created in Blackboard. This semester Charles Hendrick researched the MCC courses in Blackboard and

discovered numerous problems in the gradebook. All assignments must be included in the online syllabus and gradebook to provide students with access to information throughout the semester.

Although these issues were identified by Moore County, the same issues are likely occurring across all campuses. Russell stressed the need to have all faculty learn to accurately and consistently use the technology for the success of students.

### **New Business**

We must stop thinking in terms of 16-week traditional scheduling and schedule courses based on the needs of specific programs.

Russell distributed proposals from Faculty Senate that will be sent to President's Cabinet. Council members were asked for feedback on the proposals prior to the Cabinet meeting. Invite Faculty Senate officers to 3/5/14 meeting.

### **Deans' Council Member Reports**

- Academic Success
- Arts & Sciences
- Center for Teaching and Learning
- Continuing Education
- Health Sciences
- Hereford Campus
- Moore County Campus
- Technical Education

Adjourned at 4:50.