

Administrators Association Meeting Minutes
Wednesday, February 12 2014

Members present: Megan Eikner, Renée Burnam, Kristin McDonald-Willey, Heather Atchley, Sammie Artho, Sharon Doggett, Kelly Prater, Joy Connors, Sara Long, Mark Rowh, Brian Nixon, Tiffani Crosley, Terry Kleffman, Diane Brice, Brenda Rossnagel and April Sessler

- I. Meeting was called to order at 9:05 a.m.
- II. **Approval of Minutes** – Minutes were approved as written. Sharon Doggett made a motion to accept minutes and motion was seconded by Mark Rowh.
- III. **Money Management Center** – Lisa Bentley, Coordinator of Student Money Management Center informed everyone that the Open House went very well with approximately 70 in attendance. Word is getting out.
 - a. Lisa shared that the center was funded by a TG grant and they are using their curriculum. Lisa also informed the group that AC was commended for “putting all of the pieces together.”
 - b. FDIC Money Smart curriculum offers budget training for students. February 21 Bank on Training will take place; this is an opportunity for students who need assistance setting up a bank account may work with professionals from the local banking industry.
 - c. Tax Week with Benefit Bank is March 17-21 Lisa is coordinating with Jason Norman and Jordan Herrera to implement this program.
 - d. Lisa is also working with the Dave Ramsey group tutorials and curriculum to also help students manage their money.
 - i. Lisa has also made presentations to our ACE students.
- IV. **President’s Report** –
 - a. Dr. Matney reported that the Hereford Hinkson Campus Community Dedication is set for Sunday, February 16 from 2-4 pm.
 - b. Dr. Matney shared that the Money Management Center’s purpose is to aid with the issue of student debt.
 - c. The Distinguished AC Alumnus has been determined, but is not yet being released. They are hoping to release the information next month and are also considering a spring luncheon.
 - d. Dr. Matney also shared that regarding House Bill Five AC representatives met with thirty-four superintendents from our area to hear plans that Dr. Lowery-Hart and Clunis shared regarding AC’s role in the 4x4 model high school endorsement which focuses on interests and career goals.
 - i. This also included four options for developmental education. One of the goals is to make high school students college ready.
 - ii. They will also offer articulated courses in technical areas, much like to former Tech Prep program.
 - e. Enrollment is down for spring by 5.7%. This notes a three year decline, Dr. Matney also shared that most community colleges have experienced similar declines. Dr. Matney cited economic factors.
 - i. Dr. Matney shared that they are looking into enrollment data to target growth.
 - ii. AC does enroll 60-65% of AISD college going students.
 - f. Dr. Matney reminded everyone about the Creative Mind Series and shared that Ben Sargent was AC first Distinguished Alumnus.

- g. Dr. Matney informed the group that divisions will be forwarded a draft of the Internal Energy Plan. We will be expected to make changes in order to save energy costs.
- h. The renovation of the CUB is almost complete, expected completion April or May. Renovations on the SSC 2nd floor are also coming along.
- i. Russell Lowery-Hart has received the 2013 Instructional Leadership Award from the National Council of Instructional Administrators. A well-deserved honor.
- j. Dr. Matney reported that the Achieving The Dream Core Team has been repurposed. Initiatives are now implemented and we are not in action year. He reminded everyone of our goal of 7,000 success stories.
 - i. It is now the No Excuses core team, which Megan Eikner is a member.
- k. Budget – Budget reports are due in March. We are encouraged to submit reduced budgets.
 - i. Dr. Matney informed the group that AC will not raise tuition or request a tax increase.

V. **Committee Report Updates**

- a. AC Benefit Plan – Sharon Doggett shared information regarding the Annual Meeting. Positive report as of December 31, the fund was down a bit in January.
 - i. The problem with statements has been corrected.
- b. IT Council – We are currently checking into updates, nothing to report at this time.
- c. ACA2 –Groups are making plans to meet.
- d. Development – Renee Burnam informed us that our spring retreat will take place on April 4. We will tour the Hereford Hinkson Campus, have lunch with a speaker.
 - i. Spring Project – We will participate in the project for San Jacinto graduation. Working on details to see what is needed for the paint cans for the students.
 - ii. We will collaborate with classified staff and faculty.
- e. Megan is compiling a list of AC committee assignments for review.

VI. **Open Forum/Announcements**

- a. Diane Brice
 - i. Diane informed the group that students may now requests transcripts online from the National Clearinghouse. They come in a pdf format and are available within 10-15 minutes. Very handy for students completing scholarship applications.
- b. Brenda Rossnagel
 - i. Brenda reported that the scholarship deadline is March 1. LITE Luncheon is set for April 24 with the Mayor as the program speaker and will honor students of the month.
- c. Heather Atchley
 - i. Paul Rusesabagina from *Hotel Rwanda* will be our guest for the Distinguished Lecture Series to be held on March 4, 2014 at the Globe News Center for the Performing Arts. There will also be a private reception. Tickets are now available.
 - ii. Free Movie night featuring Hotel Rwanda will be Thursday, February 20 at the Downtown Campus proceeds to benefit student scholarships.
 - iii. Heather also shared ASIA poetry slam is at noon tomorrow in the CUB
- d. Sammie Artho
 - i. Sammie shared information regarding the Transfer Event to take place on Tuesday, February 18 from 10-2. We have an impressive list of universities that will be attending.

- e. Mark Rowh
 - i. Mark informed the group that Health Sciences ADN program will use IPAD technology. LVN programs fall start cohort will utilize IPAD technology via Baptist Association Grant.
 - ii. Mark also shared that they are looking for an ADN program direct to begin fall 2014.
- f. Kristin McDonald-Wiley
 - i. Kristen reported that they are working on a new assessment plan that is more user-friendly. CCSSE student engagement survey information will be coming soon.
 - ii. She also has access to data regarding student voter registration patterns.

Meeting adjourned at 10:20 a.m.

Next meeting is scheduled for March 19 at 9:00 a.m. in Library 207

Respectfully submitted by Sammie Artho, Secretary
Administrators Association