

Administrators Association Meeting Minutes
Wednesday, May 14, 2014

Members present: Megan Eikner, Renee Weiss, Heather Atchley, Sammie Artho, Kelly Prater, Jennifer Ashcraft, David Ziegler, April Sessler, Mark Rowh, Kristen McDonald-Willey, Amber Brookshire and Diane Brice

- I. Meeting was called to order at 9:05 a.m.
- II. **Approval of Minutes** – Minutes were approved with corrections. April Sessler made a motion to accept minutes and the motion was seconded by Heather Atchley.
- III. **President's Report** –
 - a. Dr. Matney informed the group that we are coming upon the end of bond expenditures and shared that the CUB is going to be a great place for students and that Dutton will be ready by fall. IR will be moving to the 2nd Floor of the Student Service Center this summer.
 - b. Honor's Convocation was April 27 with Mark White serving as speaker. Dr. Matney shared that the topic was surrounding yourself with quality people.
 - c. Dr. Matney also informed the group that the Nursing Pinning Ceremony is scheduled for tomorrow at Central Church of Christ. There are many end of the year celebrations especially in Health Sciences.
 - d. Commencement is this Friday at 7:00 pm. 798 students have applied for graduation. Dr. Matney also shared that we are moving the needle on student success and have applied to be a Leader College.
 - e. The Board of Regents meets in Dumas Tuesday evening. They will tour facilities and discuss energy savings
 - f. The Destination WT agreement has been renewed. Dr. Matney informed the group that WT is our number one transfer institution and that 3500, 56%, of AC students have transferred to WT in the last five years.
 - g. Dr. Matney informed the group that he is working on a framework to hire a Development Officer to help raise capital. Mark White is chairing this committee and they have met with a consultant.
 - h. Dr. Matney shared that AC received a generous donation of a 9 ft. Steinway piano played by Van Cliburn.
 - i. The preliminary budget has been sent to the board and is balanced. Dr. Matney shared that we need good enrollment in the fall and challenged us to eliminate barriers for students. He also shared that students should be taking full-time course loads in order to graduate in a timely manner. No raises will be in the budget at this time.
- IV. **Committee Report Updates**
 - a. AC Benefit Plan – Jennifer Ashcraft reported that statements through March 31 should have been received. The fund is down slightly and they will meet again in June.
 - b. Development – Nothing to report at this time.
- V. **Open Forum/Announcements**
 - a. Jerry Moller and Lynn Thornton
 - i. Jerry informed the group that the Presidential Search committee has met and has created a brochure advertising the opening for Amarillo College President.

The job was posted in April and several candidates have applied. The posting was sent to various colleges, universities and the Chronicle of Higher Education. The goal being to attract quality applicants from a nationwide pool. Names of candidates will not be released until final candidates are determined.

- ii. The Presidential Search Committee was named by the Board of Regents, they are: Dr. Woodburn, Dr. Proffer, Michelle Fortunato, Cherie Haney, Brenda Sadler, Jerry Moller, Bruce Mosely, and Seth Brogden as the student representative. The Board would like to have the new President in place as soon as possible.
- iii. Megan Eikner asked if there were parameters in place to include representatives from each of the AC employee groups.

b. Megan Eikner

- i. Megan informed the group that the Spring Project for San Jacinto graduation was a huge success. Megan added the collaborative efforts with the other employee groups added to the positive results.
- ii. Megan also shared information about the Core Team and its purpose. "No Excuses" initiatives will be discussed and planned.
- iii. Megan announced the officers for the upcoming year they are: Kelly Prater-Vice President, Renee Weiss-President and Kristen McDonald-Willy as Secretary. Congratulations to each of them.
- iv. The Administrator of the Year Award was also discussed. This award has no incentive award. A small committee will be formed in the future to discuss and seek more information. Lynn Thornton informed the group that the Classified Employee Award is \$1,000 funded by the Foundation and \$1,200 is designated for travel.
- v. Megan also shared in inspirational video regarding Angel Sanchez, a student at Valencia College, who was positively impacted by "Achieving the Dream."

c. Kristen McDonald-Willey

- i. Kristen shared information about the CCSSEE assessment for non-instructional areas. We completed the survey regarding Student Services and will compare predictions with actual data. Kristen will share results with the group.

Meeting adjourned at 10:15 a.m.

Next meeting is scheduled for June 11 at 9:00 a.m. in Library 207

Respectfully submitted by Sammie Artho, Secretary
Administrators Association