

Administrators Association Meeting Minutes
Wednesday, October 09, 2013

Members present: Megan Eikner, Renée Burnam, David Ziegler, Teresa Clemons, Sara Long, Melissa Wilson, Kim Davis, Linda Pitner, John Salazar, Kristin McDonald-Willey, Brenda Rossnagel, Toni Gray, Paul Matney, Jeff Wallick, Jenifer Ashcraft, Janice Johnston, Jackie Smith, Heather Atchley, Brian Nixon, Renée Vincent, Alexa Maples, Melissa Bates, Lacy Mueggenborg and Daniel Esquivel

Meeting was called to order at 9:05 a.m.

- I. **Approval of Minutes** – Minutes were approved with no corrections

- II. **President's Report** – Dr. Matney
 - a. Dr. Matney opened the floor to administrators "What's on your mind?"
 - i. John Salazar – Blackboard connection issues continue to be a challenge for students. Dr. Matney discussed that the decision to move to Blackboard was the right decision and the issues are being addressed. Please be patient as the IT department and CTL help make the transition and iron out the concerns. Please continue to let Russell Lowery-Hart and Lee Colaw know of any problems but please know they are doing their best as we move through the transition. On a positive note, Teresa Clemons mentioned student communication through AC e-mail has increased from approximately 10% to 90%.
 - b. Dumas – MCC met with their advisory committee. We have remarkable people doing remarkable work in Dumas. We have a record enrollment of 384 students and the QUEST program is off the ground. As a side note, AC is celebrating the 20th anniversary of the ACE program this year.
 - c. Hereford will be opening their new campus in January. The water feature is now working which was a request of the donor. Interior logistics are underway. Enrollment at the Hereford Campus is 277 (Academic) and 100 (Continuing Ed.).
 - d. We are approaching the end of the 68 million dollar Bond Issue from 2007. We have spent approximately 62 million.
 - i. Renovation for Dutton Hall has been approved by the Board and will begin ASAP
 - ii. Complete renovation of the 1st floor of the CUB will begin this month and will include:
 1. Storage for the Bookstore
 2. Larger merchandizing area
 3. Student space includes a living room with electric fireplace and lap top bar.
 - iii. There will be a little money left over from the Bond to renovate the 1st floor of the Library but Dr. Matney is still looking for donations for this endeavor.
 - e. The Regional Task Force was held on the AC campus several weeks ago. We had 7 College Presidents and their Trustees as well as the Commissioner of Education present.
 - f. Enrollment is down approximately 5%. We have 10,829 students currently enrolled. Texas enrollment is down 2.1%
 - i. Possible reasons for a decrease in enrollment include:
 1. lower unemployment rate – people are working
 2. no late registration
 3. slight decrease in dual credit due to new state mandates
 - a. We have approximately 2000 dual credit students and serve 34 high schools.

- g. Core Curriculum is revamped and will be submitted by Jerry Moller this week. He, as well as faculty and others, have worked tirelessly on the 42 hour common core curriculum – please acknowledge their efforts when you see them.
- h. Saturday, December 14, 10:00 – 12:00 is Fall Commencement – Please join us in celebration.

III. Committee Report Updates

- a. AC Benefit Plan
 - a. Sharon Doggett was unable to attend the meeting but Megan gave a brief report on her behalf:
 - i. The AC benefit plan is down 1.2% (July/August) - no September update
 - ii. Statements will go out in the next 2 weeks
 - iii. The government shut-down is beginning to make an impact. Sharon has an article reflecting this information. Please feel free to ask her and she will share that article with you.
 - b. IT Council – has not met - no report
- c. ACA2
 - a. Renée Burnam is formulating groups. Please let Renée know if you are interested and have not submitted your name to her. It's never too late.
- d. Development Committee
 - a. Motion for the Administrator Association Vice-President to serve as the Chair of the Development Committee rather than elect a Chair each year. Motion second and approved.
 - b. Christmas Project discussion
 - i. Members of the Administrator Association can make donations beginning now. Please give donations to Renée Burnam or Megan Eikner. Renée will visit with Jordan Fajardo (Social Services Coordinator) and Nancy Brent (Adult Student Services) to see if there is a specific need. Association Members are encouraged to also think of ideas for this endeavor.
 - c. November Pinning Ceremony
 - i. Megan will be asking for volunteers for this event. Details to follow soon.
 - d. Administrators Association Christmas Party/White Elephant gift exchange
 - i. We will have a breakfast and we are in the process of looking for a location – possibly Roasters on Georgia..... Ideas are welcome.

IV. Open Forum/Announcements

- a. Heather Atchley
 - i. Pumpkin Contest on Monday, October 28th sponsored by SECC and SJC.
 - 1. Maxwell's has donated 50 pumpkins - first come first serve. Each department is encouraged to participate.
 - 2. Bring your loose change and join them on the 2nd floor of the CUB from 9:00 – 12:00 to vote for your favorite pumpkin. All donations will be given to an organization or charity.
 - ii. Chili Cook-off on Tuesday, October 29th on the East Campus
- b. Teresa Clemons requested that Melissa Castro is added to the Administrator Association distribution list.
- c. John Salazar stated that the new ID cards are in so if you don't have yours please swing by at your convenience.

- d. Jeff Wallick mentioned that the Community Expo the East Campus Automotive Program sponsored was a success. Over 30 cars came through and 15 door prizes were given away.
- e. Linda Pitner stated KAVC has been “rebranded” and is now referred to as Panhandle PBS.
 - i. They are celebrating their 25th anniversary and will be traveling to local communities in the Panhandle to gather oral history. There will be a party on November 2 with BBQ, beverages, and dancing with the band Atteberry Station.
 - ii. November 19th is the 150th anniversary of the Gettysburg Address. There will be a celebration and Ken Burns will be featuring a documentary.
- f. Brenda Rossnagel
 - i. Announced that disAbility Services is receiving an award for the LITE luncheon. Brenda will be going to Waco to accept the award.
 - ii. They will be featuring a Student of the Month to highlight student success stories. Please go to their website to see the Student of the Month.
- g. Mark Rowh
 - i. Health Sciences and East Campus participated in a Health Fair and CTE Fair on September 30 at San Jacinto Elementary.
 - ii. Several AC faculty and staff travelled to Goodland Kansas to tour their Technical College. Each student has an iPad and the College integrates technology into their programs. Teresa Clemons stated that approximately 90% of students are Pell eligible.
- h. Daniel Esquivel stated that December 16 is moving day in Hereford
 - i. They will be announcing a date for their Grand Opening in the near future
- i. Renée Vincent stated the QUEST program is going very well. Junior and Senior Days are coming up as well as opportunities for North Plains Opportunity Center.

Meeting adjourned at 10:06 a.m.

Next meeting is scheduled for November 13, 2013 at 9:00 a.m.

Respectfully submitted on behalf of Sammie Artho, Secretary
Renée Burnam
Administrators Association