

**PRESIDENT'S CABINET MEETING**  
**September 16, 2025**  
**MINUTES**

**CALLED TO ORDER**

9:06 am

**ADJOURNED**

10:57 am

**MEMBERS PRESENT**

Bob Austin, Kevin Ball, Chris Sharp, Dr. Jamelle Conner, Joe Bill Sherrod, Denese Skinner, Mark White

**MEMBERS ABSENT**

Dr. Frank Sobey

**OTHERS PRESENT**

Ally Greenwood, Executive Assistant, recorder

Collin Witherspoon, Executive Director of Institutional Research

**DISCUSSION:**

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| <b>1. FINANCIAL EFFECTIVENESS DASHBOARD</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <b>WHITERSPOON/<br/>SKINNER</b> |
| <p>Mr. Witherspoon walked Cabinet through the Financial Effectiveness Dashboard. This dashboard helps integrate the data from the business side of the college with that of the Academic side to look at the financial effectiveness of the college down to departmental levels. The dashboard isn't finished, but once it's at the right stage Mr. Witherspoon will send a link to Cabinet for a slow rollout. Cabinet discussed and thanked Mr. Witherspoon for his work on this project. Mr. Sharp suggested creating a committee made up of Cabinet and Deans to look at different programs utilizing this financial effectiveness dashboard. Mr. Witherspoon concluded that he is currently work with the business office on the general ledger numbers that are missing descriptions.</p> |                                 |
| <p><b>Action Items:</b></p> <ul style="list-style-type: none"><li>• Mr. Witherspoon will send a link to the dashboard to Cabinet.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                 |
| <b>2. SB 17 FORM</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <b>SKINNER</b>                  |
| <p>Ms. Skinner discussed a recent SB17 form submission. Cabinet discussed, Mr. Austin moved to approve, and Mr. Sherrod seconded. Motion carried.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                                 |
| <p><b>Action Items:</b></p> <ul style="list-style-type: none"><li>•</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                                 |
| <b>3. EMERGENCY RESPONSE COMMITTEE</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>SHARP</b>                    |
| <p>Mr. Sharp discussed that we need to review the emergency response committee. Cabinet gave Dr. Conner some background on the process the college follows during weather events. Mr. Austin discussed that if we have a plan, everyone has to follow the plan.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                                 |
| <p><b>Action Items:</b></p> <ul style="list-style-type: none"><li>• Ms. Kim Bruce, Mr. Kevin Ball, Ms. Jill Williams, and Dr. Jamelle Conner will be added to the Emergency Response Committee. Mr. Joe Wyatt and Mr. Tim Leeper will be removed.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                 |

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| <b>4. EAST CAMPUS PLAYGROUND</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | <b>WHITE</b>   |
| Mr. White discussed the East Campus playground that was recently closed due to the equipment being old and unsafe. A member of the public is interested in going to the city parks and recs department to see about replacing the equipment. Mr. White stated he will let him know that AC doesn't mind being part of the discussion but would not be assisting with funding the equipment replacement.                                                                                                                                   |                |
| <b>Action Items:</b> <ul style="list-style-type: none"> <li>•</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                |
| <b>5. AMARILLO OPERA</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>SKINNER</b> |
| Ms. Skinner shared that Amarillo Opera has asked us to be a sponsor for their program. Cabinet discussed the many ways AC is supporting the Opera outside of being a sponsor. Mr. Austin motioned to not sponsor for the 2025-2026 fiscal year. Mr. White seconded; the motion passed.                                                                                                                                                                                                                                                    |                |
| <b>Action Items:</b> <ul style="list-style-type: none"> <li>• Amarillo College will not be a sponsor this year for Amarillo Opera.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                             |                |
| <b>6. OTHER</b><br><b>Investiture</b><br><b>Active Shooter Training</b><br><b>Drug Test Proposal</b><br><b>CCAMPIS Grant</b>                                                                                                                                                                                                                                                                                                                                                                                                              |                |
| <p>Mr. Sharp discussed the college's Active Shooter training. There have been changes made, and Chief Huddleston needs to know whether he is okay to start the training up again. Dr. Conner stated if those changes have been made, then it is fine to start again.</p> <p>Mr. White gave the cabinet an update on the drug testing proposal with the city. Ms. Holly Hoffman is working on the business plan.</p> <p>Mr. Sharp reported that the college has been informed that we are losing the CCAMPIS grant. Cabinet discussed.</p> |                |
| <b>Action Items:</b> <ul style="list-style-type: none"> <li>•</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                |