

**Administrators Association Meeting Minutes**  
**Wednesday, March 11, 2015**

**Members Present:** Kelly Prater, Joy Connors, Kristin McDonald-Willey, David Ziegler, Sara Long, Heather Atchley, Sharon Doggett, April Sessler, Amber Brookshire, Russell Lowery-Hart, Daniel Esquivel, Terry Hawthorne, Tiffani Crosley, Diane Brice, Rita Wilson, Renee Weiss, Brenda Rossnagel, Tina Babb, MJ Coats, Eric Wallace, Terry Kleffman, Jacqui Jones , Melodie Graves, Renee Vincent, Melissa Bates, Alexa Maples

I. **Meeting Called to Order:** 8:17 AM

II. **Approval of Minutes:**

Correction: Eric Wallace was in attendance at the last meeting (add to “Members Present” list)

Approval of Minutes: Heather made a motion to approve the minutes and Joy seconded the motion.

III. **Presidents Report:**

- Budget Cuts

Budgets were due last Friday and the goal was to not harm students in the cuts. Of the positions that were currently filled, at least two full-time positions were removed from the budget and two positions were reduced from full-time to 75% positions. The number of vacant positions that will not be filled has not yet been determined. We need to grow our completion and grow our enrollment to avoid future cuts.

- House Sub-Committee Recommendation Unfavorable to Community Colleges

The House just released a bill that does not look good for community colleges. The bill is friendly toward universities with the thinking being that community colleges can raise taxes; AC is hopeful that the Senate will help balance out the final legislation on any approved bills. As a community, we also need to be more vocal with getting our voice heard by Kel Seliger, Chair of Higher Education Committee and other politicians.

- AC Information Campaign Success

Five more weeks of commercials showing our impact on our students/community will run. As a result of the one week of advertising, we now have a series of meetings set up with prominent community members to discuss how they may be able to assist our students/campus.

**Questions:**

- **Status of HR Taskforce?** – Presented its findings (survey results) to Board of Regents in January. Identified 30 key items and out of those items we only had around 6 that “passed” based on receiving good evaluations. BSA consultant did a great job guiding the discussion on structures and processes and we hope to see future improvements.
- **Remodeling Project Updates?** – \$250,000 commitment received yesterday (3/10/15) so they will continue raising funds for projects and will announce the name of the building/plans soon.
- **Status of Signage?** – Contract has been signed; late April we will identify where new signs will be located; signs will be in place this summer (parking lot numbers and map stations; directional signs)
- **Interior Signage?** – AC needs to work on internal signage. The Administrator’s Association should identify our concerns and send them to Cabinet.
- **Campus Safety?** – Safety and Risk Management Taskforce is currently looking at areas for improvement. This Taskforce stemmed from an incident where an AC employee was identified as not being properly harnessed. We will ensure we have safety and good signage that will keep us all safe.
- **Lubbock Christian University Agreement?** If a student completes the Presidential Honor’s Scholars Program, they will be automatically admitted with good scholarship opportunities to LCU. AC will continue to build our transfer agreement networks.
- **Board election update?**
  - Three 6-year terms open and 4 applicants have applied
    - Patrick Miller – Social Studies teacher at Travis MS
    - Anette Carlisle - Panhandle 2020 Co-founder; AISD trustee
    - Don Nicholson - Chair of AC Board; public health specialist

- Dan Henke – Serves on AC Board; Sr. VP Zachry Engineering
- One 2-year term with 3 candidates:
  - Neal Nossaman - Past board member; optometrist at Broom Optical
  - Dr. Angela Huang - Developmental pediatrician; assistant professor TTUHSC
  - Jeff Poindexter- Wastewater treatment operator at River Road plant
- **Tuition/Tax increase?** AC will request a \$2 tuition increase and a \$2 general fee increase (Note: \$1 of \$2 increase has already been approved to reframe AC's use of the Carter Fitness Center. With CFC, we will no longer have day passes, but will still allow for weekend court rentals, expansion of CE, and student/staff use.)

IV. **Committee Report Updates:**

- a. AC Benefit Plan: Plan is up 3% from January (increase of \$4 million)
- b. Administrator Development: We went to Ceta Canyon and did the low ropes course. We did a lot of team building activities, ate, and hiked to the waterfall. It is a great idea for leadership development.

V. **Mini Professional Development Session:**

**Topic:** Classified Development Committee; Culture of Caring

**Speaker:** Carol Bevel

**Date:** June 4<sup>th</sup> Event

**Location:** Music Building/PIT

**Purpose:** Education on different areas in the college, fun, and getting to know each other.

**Needs:** Would like the administrators to encourage classified employees to participate; administrators are also welcome/encouraged to participate.

VI. **Round Table/Open Forum/Announcements:**

- a. **MJ's Newsletter** – MJ Coats needs information to be shared among staff/faculty for her newsletter (bridge silos). Send her the information you have on Tuesdays.
- b. **Registration Opens Fall/Spring** – April 13<sup>th</sup>
- c. **Lite Luncheon** – April 28<sup>th</sup> (Tuesday). Tickets are \$20. Eight students of the month receiving honors and surprise awards will be given. Theme: *It Takes a Community*.
- d. **Administrative Award** – Don't have to fundraise; Russell has offered to seek money for this award.
- e. **Global Travel** – Log on and "like" the Honor's Facebook page to follow Italy travels. Travel starts 3/12/15. On 4/27, they will have a forum in the Oak Room at noon to discuss their experience.
- f. **East Campus Signage** – A design project put graphics on the buildings that identify what they are (e.g. car on sign at automotive center).
- g. **Financial Aid Move** – Moving upstairs to where Business Office was soon.
- h. **MCC HS Visit** – May 6<sup>th</sup> and 7<sup>th</sup> 150 Dumas HS students visiting campus
- i. **Badgerama** – Time: 11-2; April 23<sup>rd</sup> (WSC) Spring Around the World; April 20<sup>th</sup> (West)
- j. **Badger Boot Camps** – July 14<sup>th</sup>; July 23<sup>rd</sup>; July 29<sup>th</sup>; August 12<sup>th</sup>
- k. **Distinguished Lecture Series** – Raised \$4,500 in scholarship funds
- l. **GED** – Need 8 part-time teachers

VII. **Meeting Adjourned:** 9:33 AM

VIII. **Next Meeting:** April 8, 2015, 8:15 AM, Library 112

Minutes Recorded By:

Kristin McDonald-Willey, Secretary

Administrators Association