

**PRESIDENT'S CABINET MEETING**  
**December 2, 2014**  
**MINUTES**

**MEMBERS PRESENT:**

Bob Austin, Terry Berg, Lee M. Colaw, Ellen Robertson Green, Russell Lowery-Hart, Danita McAnally, and Jerry Moller

**OTHERS PRESENT:**

Brenda Sadler

**Core Values: Integrity + Innovation + Teamwork = SUCCESS**

**Discussion:**

**VPAA CANDIDATES UPDATE** – Austin distributed vitas for the two remaining VPAA candidates. He explained that Dr. Mickey Best, the third candidate, had accepted a position in Arkansas. Lowery-Hart has met with the two internal candidates and expressed to them what the search committee decided as far as the three outside candidates. Cheryl Oldham will set up travel arrangements. When on campus, each candidate will first meet with the VPAA Search Committee; then with Cabinet; have lunch with the Dean's Council; conduct a college-wide forum; meet with Faculty Senate; and have dinner with Lowery-Hart.

**ITS BUDGET OVERVIEW** – Colaw distributed handouts. Colaw discussed the projected actual FY 2015 totals by broad category. The Technology Replacement Equipment Contingency's (TREC) budget was \$2 million. The two largest categories included the Ellucian infrastructure at \$626 thousand and the network infrastructure of \$584 thousand; the budgets in these areas included site licenses and maintenance contracts. Colaw identified certain areas which are included in the IT budget such as the printer infrastructure of \$7.8 thousand; the Board of Regents packets built within BoardBook for \$750; communication infrastructure of \$8.6 thousand; and the software infrastructure of \$252.thousand. Another pie chart displayed the actual price adjustments due to lack of funds. The original budget for TREC requirements was \$3.4 million and adjusted to \$2.1 million. \$500,000 is taken off the top of budget to go toward institutional expenses; the institution is the priority, then departments. Lowery-Hart said that over the next five years there will be fewer jobs due to software programs and computers. Colaw broke down the ITS budget categories into the division office, network services, program services, telecom, TIC, cost-per-copy, and West Campus computing center. Supplies in the division include photocopy machine and paper; travel money has been consolidated so fewer employees actually travel to the training and then return to train others in the division. Network services has a budget of \$135,000 with \$110,000 budget to cover blanket POs. IT pays the long distance phone bills. Colaw expressed that Dell printers' cost per print is less expensive than Hewlett Packard (HP). The West Campus Computing Center has four rooms of computers; they have extended hours from 7:00 a.m. to 7:00 p.m., four days/week. Colaw stated that the computer systems AC purchases are generally good up to five years; each employee receives either a laptop or PC; iPads were purchased and given to Cabinet. Colaw said his division replaced 161 systems last year in emergency computer replacements. It was indicated that if the technology fee is charged across-the-board there should be enough money to replace computers. Berg said the LMS/technology fee structure is \$30/course. Colaw said the all computer contracts go up 6-15% every year; some contracts are locked-in for 2-4 years. It was discussed to leverage each employee to utilize Ellucian and what it offers. Lowery-Hart asked that a proposal for the LMS/technology fee increase be brought to Cabinet and be included on the January Status Update.

**Announcements:**

- Green passed around a brochure/passport for the AC Presidential Scholar Honors Program.
- The first student Commencement speaker has been identified. Martin Gutierrez is a first generation college student; born of migrant parents from Mexico; was an ACE student at Caprock High School; was involved in student activities while attending AC; and he was accepted into the Rawls Business School at Texas Tech University. Martin will graduate December 13.
- A Civitas demo will be presented today.

Next meeting: December 16, 2014

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