

# **PRESIDENT'S CABINET MEETING**

**March 18, 2014**

## **MINUTES**

### **MEMBERS PRESENT:**

Bob Austin, Terry Berg, Lee M. Colaw, Russell Lowery-Hart, Paul Matney, and Danita McAnally

### **MEMBER ABSENT:**

Ellen Robertson Green

### **OTHERS PRESENT:**

Diane Brice, Teresa Clemons, Tamara Clunis, Brenda Sadler, and Jason Trinh

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

### **Discussion:**

**ADULT EDUCATION & LITERACY (AEL) GRANT** – An email requesting an AEL grant proposal to Texas Workforce Commission was distributed. Matney recently met with Region XVI, Amarillo ISD, Clarendon College, and Frank Phillips College (P3) regarding the current and proposed contracts. The current Adult Basic Education (ABE) contract is held by Region XVI, but Amarillo College would prefer to take the lead role and partner with (P3) and Region XVI. Teresa Clemons, Assistant Chief of Advancement, said they are ready to move forward with Cabinet's approval. Dr. Tamara Clunis, Dean of Academic Success, stated that after researching information for the contract, it was discovered that Region XVI served 753 students last year, but there were only 150 who earned their GED during that year. The AEL grant requires the entity to serve 2,000 students a year, but prefers them to strive for 4,000. The ABE grant was funded through Texas Education Agency (TEA); the current proposal is offered through Texas Workforce Commission. A hybrid class will be made available for these students. The grant program is related to the TSI issue of eliminated funding for low level students which may be approximately 50% of our contact hour reimbursements from THECB. AC, Region XVI, and the P3 partners have come to an agreement to submit a proposal as a consortium. Application deadline is April 7, 2014; funding would be around \$1.0 million/year for each year of the grant; the contract period is two years with 3 one-year extensions available. Lowery-Hart moved, seconded by McAnally to move forward with grant approval to proceed. The motion carried.

**INTRODUCTION OF DR. MATNEY'S CHAMPION JASON TRINH** – Matney introduced Jason Trinh whom he mentors. Cabinet members introduced themselves. Jason is an architectural major; he has visited with Richard Constancio, Shiver Megert & Associates; and John Jenkins, Lavin Architects, whom AC has hired for building, campus, and renovation plans and projects. He was born in Viet Nam and came to the United States when he was two years old; Jason is the oldest of four siblings; he is a role model to his three brothers and sisters; and he is a Caprock graduate where he was in the ACE program. After Amarillo College, Mr. Trinh is considering transferring to a four-year university to further his architectural studies. Jason has used tutoring services, Writer's Corner, and the Math Outreach Center at Amarillo College.

**COLLEGE SCHEDULER SOFTWARE** – Diane Brice, Registrar, attended an American Association of Collegiate Registrars & Admissions Officers (AACRAO) Conference where the College Scheduler software was demonstrated. Brice and Colaw also attended a webinar and got an additional demonstration of the software. The software will assist students in offering the best options available for class times. The software will also help the faculty/administration plan for what the students need and what class schedule times are being utilized. The software license would cost \$10,000 a year with a one-time set-up fee of \$2,500. Austin shared an online demonstration of the software. If the software is introduced and used at AC, Brice requested to give it at least a two to three year opportunity to determine if students and faculty will use it. Berg requested to view the contract. Berg moved, seconded by Lowery-Hart to approve the software for at least one year and to use Student Success Contingency funds to pay for the first year. The motion carried.

**EQUITY FEE ISSUE** – Matney distributed handouts. One article entitled “Tech Regents Approve Tuition Increase” discussed the increase to be around \$365.50 for a 30-credit hour year. Another handout showed the AC per hour tuition and fee history from fall 1984 – fall 2014. The last time there were no tuition/fee increases was 2009. Only 90 out of 885 courses currently have an equity issue to resolve in FY 2015. The total current academic enrollments paying the Distant Learning fee are 12,366; and additional equity-adjusted enrollments projected to pay Distance Learning Fee in FY 2015 equal 15,563 for a total of 27,929 projected enrollments to pay the Distance Learning Fee. The equity adjusted enrollments/sections payment would generate an additional \$450,000 in revenue. It is suggested to replace the term “distance learning” fee with the term “learning management services” fee. The learning management services fee will not be attached to any additional courses for FY 2015. Cabinet is not requesting any increase in basic tuition & fees; some students will however pay more in fees. This issue and request will be presented to the regents at the March 25 Board meeting.

### **Announcements:**

- The next Board of Regents meeting will be on March 25 at the East Campus; Dean Lyndy Forrester and some of her staff will give a tour of the Manufacturing Education Center.
- Matney distributed an invitation to the UT Harrington Fellows Program on Wednesday, April 2, from 5:00 – 7:00 p.m. It will be held at the Mack Dick Group Pavilion at the Palo Duro Canyon State Park.
- The Bell Relentless 525 Tour will meet on Saturday, March 22, 9:00 a.m. – noon. Colaw and McAnally, and Matney indicated interest.
- Mark White will be the next Cabinet Roundtable speaker on April 1.
- The University of North Texas will send representatives to AC today and tomorrow to discuss degree mapping in the areas of CIS, business, management, and psychology programs and partnering with Amarillo College.
- Administrators from Midland College who recently visited AC were impressed with the initiatives with which AC has implemented.

Next meeting: April 1, 2014  
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