

PRESIDENT'S CABINET MEETING

March 22, 2016

MINUTES

MEMBERS PRESENT:

Bob Austin, Terry Berg, Cara Crowley, Lyndy Forrester, Ellen Robertson Green, Russell Lowery-Hart, Deborah Vess, and Mark White

OTHERS PRESENT:

Janet Barton, Joy Brenneman, Steve Chance, Brenda Sadler, and Kay Taylor

Discussion:

TITLE IX – Janet Barton distributed a handout regarding the definition of Title IX. It states that no person on the basis of sex will be excluded from participation in, be denied the benefits of or be subjected to discrimination under any education program or activity receiving federal financial assistance. Kay Taylor said, along with herself, the following have received investigator training: Janet Barton, David Green, and Rita Wilson. Becky Lopez, Title IX Coordinator at West Texas A&M University, is working with them to get AC properly in compliance. Taylor is working on a website; they are reviewing current policies to make sure AC is in compliance and to guarantee employees are disciplined equal and fair. The team will sign the confidentiality agreement. Lowery-Hart said he was relieved that we are now in compliance.

TABLE TOP EXERCISE DISCUSSION – Chief Steve Chance said three police officers have taken 10 hours of emergency management training with the Amarillo Police Department and Amarillo Fire Department regarding first responders. On May 3, there will be a Hazmat drill with the city at West Campus; some people will be evacuated. On April 7, they will have a sexual assault simulation. On a date-to-be-determined, an active shooter drill will be conducted; there will be a victim's site and a shooter's site. Recently the emergency management team met for 3-1/2 hours and discussed 51 issues. The emergency management team will be at the table top exercise. There will be information and problem-solving which will include communication, an active shooter process, and recovery. The leadership team will solve three problems. The goal is for the campus community to look at the leadership team for guidance; the leadership team will be judged on the recovery plan. The emergency management team will focus on communication, a communication tree, and a campus mobilization plan. Joe Wyatt will communicate externally. Chance said the officers are trying out new uniforms. Lowery-Hart thanked Chief Chance for his leadership.

SACS – Vess distributed a handout regarding the SACS fifth-year report timeline. The QEP impact draft and evidence collected is due April 15, 2016; the first draft will be created February 1, 2017; the first draft will be sent to an outside reviewer for feedback on April 3, 2017; the final report will be written and edited May 1, 2018. September 14, 2018 is the due date for the fifth-year interim report. Vess distributed two documents regarding compliance certification teams and discussed what SACS is looking for. There will be training for all regarding the standards.

COUNSELING CENTER – Vess received positive feedback from faculty regarding the counseling center. She distributed a handout regarding the proposal for counseling services for AC students. Dr. Alan Kee, department chair, behavioral sciences, has provided his time counseling students and will serve as director of the counseling services center. There will be interns under Kee's supervision. This spring, Kee taught a *Success over Stress* psychoeducation group. The Carter

Fitness Center will house some faculty/counseling offices. Vess was told to move forward and report at the June Board meeting.

FOUNDATION OF EXCELLENCE FOE PROJECT – Vess said three faculty have submitted their FoE reports. They are working with philosophy documents. Mid-April is the target date for reports. Initiatives will be selected; all are funded by Title V. After reports are turned in and reviewed, Vess will bring a report to Cabinet.

BRAGGING ON EMPLOYEES – Austin and Lowery-Hart bragged on Bruce Cotgreave, director of physical plant, and his employees who have renovated the first floor of the Student Service Center and the CUB second floor. Lowery-Hart bragged on Toni Van Dyke, administrative assistant, business division, on her help with a student, printing his schedule, and getting him to class. Vess bragged on Jeff Gibson, director of media and technology resources; Heather Voran, instructor, instructional services; and Emily Gilbert, instructor, Lynn Library and Learning Center; for their collaboration on library issues across divisions.

POSITION JUSTIFICATIONS – Austin said Lisa Gray's former customer services specialist, AskAC position, will need to be replaced since her transfer to the Executive Vice President's office.

Announcements:

- The AC Board of Regents meeting is tonight at the Downtown Campus; a group of the presidential scholars will give a report on their trip to Poland and Lithuania.

Next regular meeting: April 5, 2016
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