

PRESIDENT'S CABINET MEETING

March 24, 2015

MINUTES

MEMBERS PRESENT:

Bob Austin, Terry Berg, Lee M. Colaw, Cara Crowley, Russell Lowery-Hart, and Deborah Vess

MEMBER ABSENT:

Ellen Robertson Green

OTHERS PRESENT:

Brenda Sadler

Discussion:

STRATEGIC PLANNING – Lowery-Hart distributed a new Amarillo College – Moving Forward document. This document showed a new vision: “We will have a 70% completion rate by 2020.” Berg suggested increasing the Champion mentoring program, the greeters program, and making more consistent advising sessions. Austin praised the book, *What Excellent Community Colleges Do*. He requested the directors in his area read the book and they will meet in April to discuss it. Austin said we need to identify what is and what is not working. He said there are things also we need to “stop” doing. The book provides a great framework for which Amarillo College to aspire. The best schools are following the model in the book. There was discussion regarding aligning programs with the five career pathways. Lowery-Hart indicated the Strategic Plan needs to be more visionary and directional and each area needs to develop their own plans. West Texas A&M University accepts Amarillo College’s core classes; but most universities have their own core classes for their majors. With the help of the Civitas program, students who plan to transfer to an university after AC, we will be able to make their degree map geared toward that particular university. We need to set a goal to double the number of transfer students. A question was added to the College application regarding the applicant’s plan to transfer after AC. Vess indicated the hard work involved in blocking classes and that an obstacle to First Year Seminar students might be the need to develop studies with the non-core space. We need to increase completers; offer short-term Level I programs that respond well in the marketplace. Austin pointed out the need to measure outcomes for the entire College. Vess said we are moving to teams of people across a program; and look at a macro level. In the book, there are things we are already doing, but we need to focus on that which sets leader schools apart. Lowery-Hart thinks we should narrow our majors down; currently we have 148. There was discussion regard the five institutional goals. The values show us “how to,” and the goals are “what we need to be doing.” Once a Strategic Plan is created we need to determine if there is anything we need to “stop” doing and move forward. Regarding equity, we need to identify big concepts and link them to the goals. Family outreach is part of equity, but it could fit into multiple areas. It was discussed that everything needs to be aligned with the five career clusters. Lowery-Hart said we have to be on the same page when working on goals. People like having goals explained to them; just as when everyone worked together when they were asked to make the 5% reduction in their next year’s budgets. We need a functional plan on how we are talking to and evaluating each other. In the past, there was no follow-up on whether divisions completed the Strategic Plan and there was no commitment to doing so. All areas need to be effective in working with and achieving the goals. Cabinet members should hold each other accountable. Achieving the Dream improvements pinpoint how the five goals get us closer to becoming a leader college. The conversion will take the following steps: (1) align programs with

career pathways; (2) take a more comprehensive approach to transfer pathways by working with Civitas and advising with the top five transfer universities; (3) have a complete commitment to high impact practices in pedagogy, service and programs for students, i.e., block scheduling and conversion of keeping a program to impact learning; (4) increase commitment to equity, i.e., Champion and Greeter programs with a commitment to addressing poverty, family outreach, programs need to be market-aligned with job availability after graduation; and, (5) do fundraising. The Strategic Plan commitments need to be introduced to employee groups; they need to be aware of and on-board with the five goals: 1) completion, 2) align degrees and certificates with labor market demand, 3) learning, 4) equity, and 5) financial effectiveness. The first step is in process; Cabinet is working as a team; now it is time to work across divisions.

POSITION JUSTIFICATIONS – (1) Green requested acceptance of her reorganization of the Panhandle PBS and College Relations' secretary positions; Green will replace the retiring Executive Secretary's position with a lower-level staff assistant; some of the duties will be done by Connie DeJesus whom she is requesting to raise her salary by 10% for these extra duties. Austin moved, seconded by Berg. The motion passed. (2) Berg requested replacing two custodians. Colaw moved, seconded by Austin. The motion passed. (3) Austin asked for a full-time customer service (AskAC) position. Berg moved, seconded by Colaw. The motion passed.

Next meeting: March 31, 2015

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