

PRESIDENT'S CABINET MEETING

March 3, 2015

MINUTES

MEMBERS PRESENT:

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

OTHERS PRESENT:

Brenda Sadler

Discussion:

TUITION & FEE INCREASE – Berg distributed a handout with information regarding tuition & fees and scenarios for a possible increase and how much revenue an increase might produce. The shortfall in tuition and fees was \$619,243 with the existing semester hours. Lowery-Hart met with Austin, Green and Vess regarding recruiting, marketing, and class offerings. There was discussion regarding scenario #1 where in-district tuition would increase by \$2.00/hour, raising it from \$42 to \$44/hour; and out-of-state tuition would increase \$5/hour, from \$103 to \$108/hour. The general fee would increase \$2.00; from \$26 to \$28/hour. The estimate to budget after a 2.5% reduction was \$17,013,582; currently budgeted for 2014-2015 is \$16,867,566. Based on fall 2014, 40% of our students are in on-line classes. Berg will communicate with the regents regarding the tuition and fee increase proposal and will present it at the March 24 Status Update and ask for them to take action later at the regular meeting. The tuition and fee proposal will be presented to the Student Government Association on Wednesday, March 4.

ELLUCIAN ACTION PLANNING AND STRATEGIC PLAN DEVELOPMENT – Colaw distributed a handout of the action planning visit on March 4 and 5 by five Ellucian representatives.

SAFETY & RISK MANAGEMENT TASKFORCE UPDATE – Lyndy Forrester, Dean of Technical Education, asked Colaw to share some items regarding the Safety & Risk Management Taskforce with the President's Cabinet. The campus carry bill would permit Texans with concealed handgun licenses to carry their weapons in buildings on state university and college campuses; it is most likely to pass. Lowery-Hart asked Forrester to arrange employee training; there should be an update by the end of April concerning training specifics. Colaw stated that the street names at East Campus are confusing and that we need to approach the city about renaming those streets.

SET FALL GENERAL ASSEMBLY DATE – Lowery-Hart said a new student success initiative will be rolled-out at the next general assembly. He wants to set a date where more people are able to attend, i.e., AskAC employees, faculty and advisors should be able to be there. Lowery-Hart is looking at a Friday afternoon on either September 11 or 18. He will ask CTL to check on the availability of the Civic Center Heritage Room on those dates.

KEY DATES FOR SERVICE – Lowery-Hart told of the recent meeting he had with the Classified Employees Council. They are eager to help in any way they may for the College. They expressed their desire to be more involved with the "No Excuses" initiative. They are willing to make phone calls to prospective, current, or past students, distribute water and/or snacks to those registering for classes. Green mentioned that College Relations sends postcards thanking prospective students for visiting the college. Classified employees could help them write postcards. There is the

capability to set up a phone bank in the PBS studio; staff could sign up for an hour at a time to place phone calls. Austin said we might expand the greeter program opportunities. Crowley said 250 people signed up for the past greeter program and after the survey was conducted only one said they would not participate again.

BRAGGING ON EMPLOYEES – Colaw bragged on Amy Cantu, recruitment specialist, and her ability to work well with groups of high school students and in particular the recent visit from Tascosa High School students. Green bragged on Connie DeJesus, senior secretary for College Relations, for stepping up and helping in both College Relations and PBS and said she is doing a great job. Lowery-Hart bragged on the Classified Employees Council and expressed that he believes this group is more active than some in the past. They are honorable and engaging employees with great ideas. Crowley bragged on Olga Bustos Kleffman, accounting supervisor – income, and how she was such an important part of the Achieving the Dream Conference team. Olga said the conference helped her make the connection regarding student success. Vess bragged on Dr. Kathy Wetzel, Dean of STEM, and her dedication to students. Lowery-Hart said with the upheaval in Danita McNally's area, Jamie Perez, grants administration coordinator, has been great in taking over and is very level-headed. Green said at her Zappos culture and customer service training they emphasized bragging on employees and having the staff's face show up when emails are sent intercampus; AC is doing both of these.

Crowley gave a grants update. AC has filed for a skills development grant partnering with BSA and NWTN. There is an opportunity for an Xcel Energy grant to provide scholarships for middle school students in STEM in Kid's College. The Title V grant ends in September; the individual grant receives \$550,000/year.

POSITION JUSTIFICATIONS – (1) Austin requested a West Campus assistant AskAC counter position; it was vacated last week; historically they had a full-time and a part-time; they probably will not fill the part-time position. The request passed. (2) replacement of a Human Resources clerk which was requested by Berg at the previous meeting and tabled passed after more discussion. (3) Austin requested a tutoring position in DisAbility Services. The money tied to this position would be moved to Vess's budget since there is a person in her area who could provide this tutoring and still make up their teaching load. This request passed. (4) Colaw requested a Tech I position which would be a replacement for Chris Batman; this is an essential position on the frontline. Berg moved, seconded by Austin to pass this position. The motion passed. (5) Vess said Dr. Wetzel has some faculty positions to replace in engineering and chemistry. Colaw moved, seconded by Austin to replace these positions. The motion passed.

Lowery-Hart asked Cabinet members to bring bullet points of how they reduced their budgets by 5% to the next Cabinet meeting.

Next meeting: March 10, 2015
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