

PRESIDENT'S CABINET MEETING
April 7, 2015
MINUTES

MEMBERS PRESENT:

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

OTHERS PRESENT:

Sharon Doggett, Jeanette Nelson, and Brenda Sadler

Discussion:

BUDGET – Several handouts were distributed and discussed. The projected revenue for FY16 is \$60,743,096 and projected expenses are estimated at \$60,287,064 leaving a \$456,032 surplus. Budget overview by Cabinet - The total has decreased from last year by \$1.0 million; each area was discussed. Berg stated that fringes should increase by approximately \$1.0 million. If any Cabinet members have changes they wish to make on their budget requests, they should contact Jeanette Nelson by April 10. Schedule of Revenues – Local Maintenance – State appropriations are estimated to be decreased by \$1.5 million. Indirect cost recovery decreased \$71,197. Academic tuition and fees increased \$540,420; continuing education tuition and fees increased by \$105,658. Ad valorem taxes are estimated to increase \$524,427; Moore County and Hereford ad valorem taxes should decrease. Travel Comparison – each area was discussed briefly. Summary of Other Pool – it was decreased by 3.17%. Salary Changes and New Positions Requested – 2.0 total FTE changes. Capital Requests – local maintenance capital requests - \$325,416; branch campuses requests - \$17,346; A&I requests - \$4.2 million; TREC budget is \$2.4 million. By the end of May administration should know what Amarillo College's State allocation will be; ad valorem tax totals will be provided to us in July by PRAD. Lowery-Hart will schedule another budget update/town hall meeting in May.

POSITION JUSTIFICATIONS – (1) Austin requested replacing a Testing Department position for an employee who transferred to Financial Aid; the Testing Center needs to have four full-time staff members. Colaw moved; seconded by Berg. The motion passed. (2) Berg asked to fill a groundskeeper's position. Austin moved; seconded by Colaw. The motion passed.

AC ONLINE ACCESSIBILITY GUIDELINES – A handout was distributed. Brenda Rossnagel, Coordinator of DisAbility Services, has been working on proposed Amarillo College online accessibility guidelines which were adapted from the Universal Design of Instruction (UDI) Definition, Principles, Guidelines, and Examples. The proposed Amarillo College online accessibility guidelines and principles for online communication that Amarillo College embraces in order to accommodate and welcome a more representative audience, regardless of disability. The Department of Labor is auditing AC on the grant we have from the agency; and has given AC 45 days to submit an action plan to resolve the guideline issues. Austin said Cabinet needs to endorse and adopt guidelines as a starting point and create a policy then offer more online classes. Vess stated that ADA standards are more pressing and expressed the need for UDI guidelines to be edited and modified to meet the most needs. There are transcription services that take information which is audible and transcribes for the hearing-impaired. Austin requested tabling this item for this meeting; set up a meeting with Brenda Rossnagel and Deborah Vess; and address at the April 21 Cabinet meeting.

Lowery-Hart said that the April 14 President's Cabinet meeting would be canceled due to a No Limits – No Excuses meeting at Caprock High School from 9:00 – 11:00; Lowery-Hart encouraged Cabinet to attend the high school NLNE meeting instead.

Berg reminded Cabinet that the preliminary budget will be presented at the May Board meeting and that in June there would be a Board Budget Workshop.

BRAGGING ON EMPLOYEES – Lowery-Hart bragged on Cabinet and their hard work throughout the budget request reductions process.

STRATEGIC PLANNING – Lowery-Hart distributed a draft of the latest version of the Strategic Plan. Following are some of the items discussed and amended.

Completion

Comprehensive Transfer/Completion Pathways

Revised to read:

- Greater coordination with advising and financial aid for full-time enrollment

Added:

- Revise and contextualize Developmental Education

Programs to accelerate include healthcare, welding, and industrial maintenance

Align Degrees and Certificates with Labor Market Demand

Align All HB5 Endorsements with AC Career Pathways

- Use data to lead career pathways

Lowery-Hart recited the Achieving the Dream quote: “Every program, every service, every policy, every college is perfectly designed to achieve the EXACT outcome it currently produces.”

Learning

Infuse and Scale High Impact Practices

Changed: Changes in faculty development and pedagogy to:

- Enhance the use of learner center pedagogy

Added:

- Embed high impact practices across the curriculum

Equity

Build Systems for Equity Gains

This area was reworked to include the following:

- Systemically remove barriers of poverty
- Use data to address achievement issues across populations
- Scale No Excuses “Culture of Caring” programs and training
- Integrate whole families into enrollment and completion
- Ensure equitable access to all College resources
- Enhance intercultural competencies across the institution

Financial Effectiveness

Build Systems for Financial Viability and Fund Raising

Added:

- Build smaller and more responsive budgets

Lowery-Hart will make the suggested changes to the Strategic Plan and send out to Cabinet. The plan will be taken to constituencies, Culture of Caring team, Core Team, Administrators Association, Faculty Senate, Classified Employees Council, and ACT group.

The most recent Strategic Plan will be presented at the April Board Status Update. The timeframe is to address action plans by June 1 and take the plan to the Board at the regular June meeting.

Announcement:

- Colaw distributed a handout for the Southern Regional Colleague Users Group meeting to be held at Amarillo College October 7-9, 2015.

Next meeting: April 21, 2015
bs