

# PRESIDENT'S CABINET MEETING

December 13, 2016

## MINUTES

### CALLED TO ORDER

9:09 am on 12/13/2016

### ADJOURNED

9:55 am on 12/13/2016

### MEMBERS PRESENT

Bob Austin, Tamara Clunis, Cara Crowley, Lyndy Forrester, Chris Hays, Russell Lowery-Hart, Steve Smith, and Mark White

### MEMBERS ABSENT

Joy Brenneman

### OTHERS PRESENT

None

### DISCUSSION:

<b>1. LEGISLATIVE TRIP</b>	<b>Lowery-Hart</b>
The Bellwether presentations are the same time as the originally planned legislative trip for late January. The Amarillo Chamber legislative day is February 20 <sup>th</sup> . Cabinet members who are available can attend with the Chamber delegation. Anette Carlisle will be attending on behalf of the AC Board of Regents.	
<b>ACTION ITEMS</b> n/a	
<b>2. GRADUATION</b>	<b>Lowery-Hart</b>
Graduation is this Friday, December 16, 2016. The Board of Regents, President's Cabinet, and Deans/ Executive Directors of Branch Campuses will be on the stage for graduation. All attendees must be at the Civic Center by 6:30pm.	
<b>ACTION ITEMS</b> n/a	
<b>3. FINANCIAL AID LIKE A PAYCHECK</b>	<b>Crowley</b>
Cara reviewed the Aid Like a Paycheck article published by MDRC. The approach distributes financial aid bi-weekly to students, who have a minimum of \$800 per semester. This initiative was approved by President Obama in 2013. Two schools in Texas have changed to this: Houston Community College and Alamo Community Colleges.	
<b>ACTION ITEMS</b> Bob and Steve will develop a plan for approaching financial aid distributions like a paycheck starting with the academic year of 2017/2018.	Austin and Smith
<b>4. PARTNERSHIP WITH CITY HEALTH DEPARTMENT</b>	<b>Austin</b>
Casey Stoughton, Director of Public Health Department, has requested a partnership with AC for sexual health education program. The Student Life Department would take the lead on this initiative.	
<b>ACTION ITEMS</b> Bob Austin will coordinate this initiative with Amber Brookshire, Director of Student Life.	Austin

<b>5. SUMMER CALENDAR RECOMMENDATION</b>	<b>Austin</b>
Recommendation is to go back to the two summer school schedules for Summer 2017. Austin provided an updated calendar reflecting the summer calendar changes. The calendar is typically set in January of each year for the next academic year.	
<b>ACTION ITEMS</b> Bob Austin will communicate this change in the summer schedule.	Austin

<b>6. ENROLLMENT UPDATE</b>	<b>Austin</b>
Unduplicated headcount is 6,100, down 1.57% from this time-period last year; contact hours are down 4.98%, and credit hours are down 3.28%. Bob does not anticipate AC will be down in the spring for enrollment. Based on trend data, spring enrollment follows the fall enrollment.	
<b>ACTION ITEMS</b> None	

<b>7. BRAGGING ON EMPLOYEES</b>	<b>Cabinet</b>
Chris Hays bragged on the exceptional work of Stefanie Carruth. Steve Smith bragged on his entire Business Office staff and their drive to complete the fiscal audit. Tamara Clunis praised the VPAA team of Sarah Davis, Toni Van Dyke and Becky Burton on their transition to the new leadership.	

<b>8. POSITION JUSTIFICATIONS</b>	<b>Cabinet</b>
None	
<b>ACTION ITEMS</b> None	