

PRESIDENT'S CABINET MEETING

May 30, 2017

MINUTES

CALLED TO ORDER

9:05 am on 05/30/2017

ADJOURNED

11:19 am on 05/30/2017

MEMBERS PRESENT

Bob Austin, Kevin Ball, Tamara Clunis, Cara Crowley, Lyndy Forrester, Russell Lowery-Hart, Steve Smith, Mark White

MEMBERS ABSENT

OTHERS PRESENT

Joy Brenneman, Frank Sobey, Collin Witherspoon

DISCUSSION:

| 1. DATA | Witherspoon |
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| <p><u>Spring Success Rates</u> Mr. Witherspoon reported data for the 2nd 8-week courses in Spring 2017. Overall, success rates dropped slightly from the 1st 8-week data by 5-6%. The data reflects that students in Developmental Education courses do significantly better in 8-week courses over 16-week courses and Gateway courses reflect a 20% increase in success rates in 8-week courses. Dr. Clunis noted, anecdotally, that DevEd students who did poorly in the 2nd 8-week courses also had a 16-week course that overlapped. Based on this data, it could be recommended that all first year courses be moved to the 8-week format, with some second year courses being 16-week. Department Chairs and Program Coordinators expect this change.</p> <p>Semester comparisons for 8-week courses reflect improvement overall in the 2nd 8-weeks.</p> <p><u>Summer Success Rates</u> Mr. Witherspoon then presented data for summer success rates which have been consistent at about 80% overall since 2013. However, DevEd success rates are consistently below 70% and Gateway courses are above 70% but below full 8-week course rates. Cabinet discussed ways in which to build and market a model for both 8-week courses and two 6-week courses during the summer. Dual Credit students taking sequenced summer courses would require the 6-week courses to remain an option.</p> <p>Summer headcount and enrollments peaked in 2010 and have dropped off since then. Enrollment this summer is expected to be higher than last year.</p> <p>60% of summer courses are currently taught online. Data regarding specific courses showed that Math 1414 and Biology 2401 and 2402 have very low success rates in the summer. When looking at instructional methods for these courses hybrid does best, followed by lecture, then web. Success rate for DevEd and Gateway online courses are consistently below the other delivery methods.</p> <p><u>Students with dependents</u> Mr. Witherspoon reviewed his data on students with dependents. Information was gathered from the FAFSA. Between 65 and 70% of students complete the FAFSA, and of those, 37-41% have dependents. It is not possible to determine from the FAFSA if the dependents are children and/or adults. The demographics of these students mirror that of the general population of the College: mostly female; age 25 and over; first generation; PELL awarded; part-time: and, requiring some DevEd. They are mostly enrolled in transfer programs – STEM, Liberal Arts, GenEd. 40% are located at the West Campus and 50% on the</p> | |

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| <p>Washington Street Campus. Using the number of dependent family members listed, most (94%) have between 1 and 4 dependents. 43% have a family income of \$19,600. The college can use this data to determine how to be proactive in steering these students towards resources.</p> <p>This data is also relevant as the college moves towards training a labor market force able to obtain living wage employment. The foundation for economic growth is providing an educated workforce and Amarillo College can be the leader for changing the ecosystem. This will be a cabinet priority and will be included in future conversations.</p> | |
| <p>ACTION ITEMS Dr. Clunis will work with Academic Affairs on differentiated summer scheduling and changing the mode of delivery. She will determine when schedules are due and bring back information in September. Conversations with faculty will need to take place during the Fall and be integrated with the Spring scheduling conversations.</p> <p>Ms. Crowley will work with Mr. Witherspoon to identify the students most at risk and connect them with advisors and the Advocacy Resource Center. Marketing will also need to determine how to get information to these students.</p> <p>Based on the review of this data, Dr. Lowery-Hart requested cabinet bring any data questions to the next cabinet meeting. Mr. Witherspoon will then provide that information at subsequent meetings.</p> | <p>Academic Affairs Crowley/ Witherspoon Ball/Condray</p> |
| <p>2. RANK AND TENURE COMMITTEE</p> | |
| <p>Not covered</p> | |
| <p>ACTION ITEMS n/a</p> | |
| <p>3. LEADERSHIP AMARILLO/CANYON</p> | |
| <p>Dr. Lowery-Hart talked about the benefit of attending this and commented that AC employees who have attended in recent years have found it to be a good learning experience. It provides a service to mid-managers. Cabinet identified two people to attend the next session: Kay Taylor from Employee and Organizational Development and Sadie Newsome from Communications and Marketing. The cost this year is \$1,850/person.</p> <p>Employees who are interested in attending next year should talk to their cabinet member and Mr. Smith can add it to next year's budget.</p> | |
| <p>ACTION ITEMS Kay and Sadie will need to complete their applications quickly. Dr. Lowery-Hart sent the link for applications to the Cabinet.</p> | |
| <p>4. SIGNAGE</p> | |
| <p>Mr. Austin and Mr. Smith have found the name of the company who did the signage along with a copy of the contract. Mr. Austin recommended asking them to come back to discuss the Student Service Center and interior signage. It was noted that Amarillo College has the equipment to do most of the work, but no plan.</p> | |
| <p>ACTION ITEMS Mr. Ball and Mr. Austin will take the lead to develop a plan before deciding to bring back this company. They will determine needs, what AC can do, costs, and timelines. They will bring information back to the next Cabinet meeting.</p> | |
| <p>Austin/Ball</p> | |

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| 5. ENROLLMENT UPDATE | Austin |
| Summer enrollment looks good. Headcount is up 12.4%, contact hours up 8.4%, and credit hours up 7.2%. With 83 days remaining, Fall enrollment is up 3.33%, contact hours are down -3.31%, and credit hours up .32%. East Campus enrollment is slow. | |
| ACTION ITEMS Provide East Campus enrollment data to Dr. Lowery-Hart. | Austin |
| 6. BRAGGING ON EMPLOYEES | Cabinet |
| Mr. Austin – Mr. Witherspoon’s presentation to Student Affairs, great questions and conversations Ms. Forrester – Shane Hepler in navigating his new role and responsibility Dr. Clunis – Sadie Newsome in being so responsive and always looking for a “yes” answer | |
| 7. COMMUNICATION POINTS | Forrester |
| Data Leadership Amarillo/Canyon Signage Enrollment update | |
| ACTION ITEMS Will be sent out via EMMA. | Forrester |
| 8. POSITION JUSTIFICATIONS | Cabinet |
| None | |
| ACTION ITEMS n/a | |