

**Classified Employees Council
Monthly Meeting Minutes**

Date: June 26th, 2008

Time: 2:00 p.m.

Place: Washington Street Campus, Private Dining Room 106

Members Present: Paula Garrison, Holly Hicks, Mike Jager, Manuel Luera, Lissa Merchant, Felicity Swan, Corey Willis

Members Absent: Connie deJesus, Catfish Evans, Tina Maloney, David Snelson

Meeting called to order at 2:00 p.m. by Holly Hicks.

Presidents Report: Dr. Jones was not available for a report.

Topic Committee Appointments
Information/Discussion

Holly asked if anyone wished to volunteer as council President. No one volunteered; Holly agreed to serve another term. Connie deJesus will serve as vice-chair. Felicity Swan agreed to serve as secretary.

The Classified Development Committee needs a volunteer from the CEC. Holly will send out an e-mail to members not present to see if anyone is interested in serving.

Topic Board of Regents Meeting
Overview by Felicity Swan

Date: June 24, 2008

Time: 6:00 p.m.

Board approved minutes from last meeting.

Steven Adams with First Southwest Company gave a presentation concerning the bond issue. There were 3 bids received by the deadline of Monday, June 23rd. The winning bid was from the Robert W. Baird Company. After winning the bid, the Baird Company bought bond insurance from FSA insurance which means the bond will have a triple A rating, instead of a double A rating. Bond insurance lowers the interest rate. The Board accepted the bid and order.

IT Tactical Plan update was given by Chief Information Officer, Laura Grandgenett. She stated that 8 IT committees were collapsed into 2, administrative and academic. On the equipment replacement plan, the department will verify inventory and access true needs in each office/department. The 3 year replacement plan will also include central networking components. The first new purchase will be made in the new fiscal year. Wireless access was not discussed. The summer activities include analysis and strengthening of the central network, selection of a new email, since GroupWise has become outdated, revise the CIO position to post the vacancy for the Fall semester, and prioritizing focus areas for administrative system (Colleague). Board did not take any action at this time.

Sherry Hendrix, EduServe Consultant, talked about the Learning Management System. WebCt, 4.1 edition, has been used since 1999. We have seen a lot of growth. In Spring 2004, we had 105 courses offered; in Spring 2008, we had 262 courses offered. Enrollment in Spring 2004 was 2734; whereas, enrollment in Spring 2008 was 5999. Blackboard bought WebCT and stated in 2011 this version will end; therefore, a committee was created to find a new program. The committee consisted of faculty and 4 students. During Jan/Feb. 08, we tried to migrate to the newer Blackboard version, CE 6, but it did not have the features AC needed. During March 2008, committee continued to research possibilities. Decided it was important for the hardware not to be located on the AC campus. Outsourcing offers full serve back-up. 5 vendors responded to the proposal. Blackboard and Angel were top 2 considered. Administration concurred that Angel Learning, Inc., located in Indianapolis, IN, be selected as AC's LMS solution. Total 5 year cost would be \$383,470. Claudie Biggers, Biology professor, was present at the meeting. She explained the role of the committee. After references were called, 98% were in favor of Angel. Angel provides a 24/7 hosting solution with a 99% up-time. Board did not take any action at this time.

Education report was given by Judy Carter, AC Honor's program. She brought 2 students with her and discussed the opportunities given to students in the honor's program. It's a curriculum, not a club. Students must have a 3.5 GPA to be accepted. She showed a video created by an honor's program student. They complete projects, have smaller classes. They travel outside of Amarillo to different museums and activities. Many times, some of the students have never been outside of the Texas panhandle. During Summer 2009, funds from the AC Foundation office, will sponsor a trip to Great Britain. Students will be staying at Harlaxton College.

Board approved a list of individuals to serve on the KACV Advisory council in August.

Board approved the Consent Agenda. This included Administrator and Faculty member appointments.

Board approved 3 year contract with Great Western Dining, beginning August 1, 2008 and ending July 31, 2011. This new contract has a provision to be renewed for two additional one year contracts, if agreed upon by both Amarillo College and the vendor.

Board approved sale of 4 county properties in Randall County.

Board approved the Financial report.

Board approved budget amendments: including transfer of funds to cover travel, faculty and instructional costs for Hereford campus, transfer of funds to cover EduServe expenses, and transfer of funds to cover expense of accreditation and assessment software.

Dr. Paul Matney gave the president's report. Dr. Jones was in the office for a few hours on Monday, June 23rd. He traveled back to San Antonio for treatment on Wednesday, June 25th. Summer enrollment is down about 82 students, which is 2.5%. But, he feels we're holding our own. Students are taking more online classes than in person. Dr. Johnson will not be replaced, instead Bob Austin, Dean of Enrollment Management, and Danita McAnally, Dean of Assessment & Development, will be appointed to the cabinet. Still seeking replacement for Bob Sloger's position. Announced Patsy Lemaster will be the Associate Dean for Teaching and Learning. LuLu Cowan was appointed as assistant to Dr. Jones.

Dismissed for closed meeting.

Topic Approval of May's
Information/Discussion

CEC Minutes were not ready for approval

Topic Ask It Basket
Information/Discussion

Mike's submission is still being reviewed. Manuel Luera had a request to stop the volume of paper that is sent to employee mailboxes. The comment was made that this is a waste of college resources. This will be addressed at the next meeting.

Topic CEC E-mail

Information/Discussion

Holly is creating an e-mail to advertise the "Ask it basket" and to direct attention to the CEC page on MY AC.

Topic CEC Travel to Board Meetings

Information/Discussion

Holly will talk to Rhonda Higgs about CEC members travel expense to out of town Board Meetings. At this time CEC members are not allowed compensation for travel costs related to out of town meetings because CEC members volunteered for the appointment to the committee.

Adjourned

3:27 p.m.