

PRESIDENT'S CABINET MEETING

August 5, 2008

MINUTES

MEMBERS PRESENT:

Bob Austin, Terry Berg, Ellen Green, Paul Matney, Danita McAnally, and Damaris Schlong

MEMBER ABSENT:

Steven Jones and Laura Grandgenett

OTHERS PRESENT:

Brenda Sadler

FIRST WEEK ACTIVITIES – Matney distributed the latest draft of the First Week Activities Agenda. Minor changes were made. After changes are made to the original document, it will be emailed to all AC employees.

SACS VISIT UPDATE – McAnally distributed a copy of the schedule for the Substantive Change Committee Site Visit. She requested that the SACS Exit Report to President's Cabinet be changed from 6:30 to 5:00 on August 20 in the Ambassador Hotel Conference Room.

PROGRAM REVIEWS – In the next fiscal year, there are eight areas to be reviewed; four instructional and four non-instructional. The ACcess Division and the Division of Language, Communication and Fine Arts were reviewed this year. The IT Division review will be delayed one more year due to the new leadership transition in January. McAnally recommended that the ITT Division complete their review process this year. Members of each Program Review Committee should be given their charge during their first meeting and the importance of their diligent work stressed.

PRO (PURSUING REAL OPPORTUNITIES) BUSINESS TOUR AND PUBLIC LAUNCH – The members of the PRO Committee will meet with Career Cluster businesses on the mornings of August 11, 12, 13, and 15 to get the companies' partnership agreements and profiles. The goal of the committee is to capture on paper who the companies are, what they do, and who they are hiring. On September 19 there will be a business tour for AISD and AC recruiters, advisors and counselors; to-date 55 people have registered for the tour. Among the businesses to be toured are Pacific Cheese, Nationwide Insurance, Amarillo Gear, and Ben E. Keith. On November 11, the PRO big launch will be held at B & I, from 2:00 – 3:30; the website will be in place by then. There is a lot of data gathering taking place right now; McCormick Advertising is working on the website. Members of the High Ground of Texas Committee toured the wind energy training program at the TSTC – Sweetwater Campus. Outcomes of how many students obtain jobs due to PRO will be documented on the website. Matney reported on the success of the recent wind energy meeting he attended. Amarillo College will offer a wind energy program possibly beginning spring 2009 and a machining program possibly beginning in January 2009.

STUDENT SUPPORT SERVICES GRANT – Austin distributed a handout regarding the continuation of the Student Support Services grant on the Washington Street Campus. The Division of Enrollment Management and Department of Assessment & Development recommend that AC not compete for the SSS grant in the upcoming grant cycle; the current grant ends August

31, 2009. SSS is not aligned with AC's Strategic Plan or the State's Closing the Gap Initiative. No funding from SSS can be used to recruit students. The SSS program is limited to 250 students on the WSC. It was recommended to pursue other grant opportunities which may better meet our needs. The current Gear-Up grant could help target first generation, low income students. There was Cabinet consensus to proceed in exploring opportunities for other grants and to not compete for another SSS grant. Matney requested a one page report to be given to Dr. Jones for his consideration; outlining how and why the consensus was reached.

ID BADGES – Matney sent out an email stating that every AC employee should wear an ID badge. He discussed several responses he received. With recent school tragedies, we have learned that we live in vulnerable environments; crisis management consultants have urged AC to comply with emergency defenses by wearing ID badges as one aspect. There was discussion on what information should appear on the badges; some believe that as a safety measure we should not have the employee's full name. There were questions as to whether employees who are not full time should get the badges, i.e., adjunct faculty members. Mention of placing a bar code on the back of badges was a consideration. It was stated that a unified front needs to be formed and to name Lynn Thornton as the liaison.

FINANCIALS – Berg distributed handouts of financial reports through June 30, 2008. He stated that we are 83% through the year as of the end of June. Berg said that budget managers are over budgeting and that we need to budget more realistically for FY09. This year there has been some salary savings; not all positions have been or will be replaced in the future. Berg distributed the AC bond issue report to-date. The report displays the actual inception to-date and month to-date expenses for each campus and building or area affected.

MARKETING CONSULTANTS REPORT – Green distributed a copy of the draft of the AC Positioning Study prepared by Creative Consumer Research. There was general discussion regarding the results of the survey. Since disclosure of the responses in the report has not formally been presented; specific details will not be printed in these minutes. The marketing consultants began conducting their surveys in January and completed them in the spring. We have received confirmation that we are headed in the right direction. The marketing consultants will present a report to the Board of Regents at their August 18 meeting.

Next meeting: August 19, 2008
bs