

PRESIDENT'S CABINET MEETING

March 17, 2009

MINUTES

MEMBERS PRESENT:

Bob Austin, Terry Berg, Paul Matney, Danita McAnally, Jerry Moller, and Damaris Schlong

MEMBERS ABSENT:

Laura Grandgenett and Ellen Green

OTHERS PRESENT:

Brenda Sadler

BUSINESS AND INDUSTRY CENTER – Schlong reported that the B&I Center is being cleaned by Blackmon Mooring; they are cleaning carpets, windows, vents and refrigerated units. They are looking into any maintenance that needs to be done. A building inspection will be done in the near future. Drawings are being made to put in the lobby to make it a more welcome environment; chairs, sofas and rugs will be added as well.

ACADEMIC CALENDAR UPDATE – Austin said he has received calls pertaining to the College being closed for Easter 2010; last year the campus was closed due to the Easter holiday coinciding with AC's spring break. He suggested modifying the 2009-2010 calendar to include "campus closed" Friday-Sunday during the Easter holiday. This year Good Friday is a holiday for everyone.

BADGER HEARTS SPONSORSHIP – In the past, President's Cabinet has sponsored a Badger Hearts hope chest; sponsorship of one student costs between \$300-400. There used to be a "laundry list" furnished sponsors for suggested items to buy for the students. It may be easier to give money for them to buy whatever they need as an alternative. Matney encouraged Cabinet members to donate money for sponsorship this year; Sadler will collect the money.

ACADEMIC TUITION/FEES – Even though we are not sure of the legislative appropriations for the next fiscal year, it appears that it would be most prudent to not increase tuition and fees for next year. Berg distributed a tuition and fee history from fall 1981 through fall 2008. Based on a reduction of 4% in enrollment or a flat enrollment next fall, it appears we may have approximately \$123,871 less in tuition/fee revenue. A Texas Public Community Colleges spring 2009 tuition and fees schedule was distributed. Amarillo College is at \$59.00 in-district tuition and fees per hour; that is also the State average of 50 community colleges; 27 colleges are less expensive. AC's peer colleges, Blinn; South Plains; Tyler; Laredo; Del Mar; and Texas Southmost are all more expensive. After looking at an informal survey result of FY2009/10, it seems that 36 Texas community colleges are considering an increase in some manner. Future proportionality is weighing heavily on whether they increase tuition and fees for some colleges. TACC is encouraging all colleges to visit with their legislators about proportionality. It was decided to not increase academic tuition and fees for fall 2009, with the option to decide about spring 2010 in November.

Schlong asked about moving \$12,500 into administrator/classified from general contingency to cover mid-year travel. Historically, we have added another \$12,500 for mid-year travel allocation. Joy Brenneman, who oversees the travel committee, said there were four travel authorizations she was holding waiting to find out if more money would be allocated. Matney told her to fund these four trips; money will be moved from general contingency.

SUMMER HOURS – Following is the timeframe discussed and approved by Cabinet for summer operating hours:

<u>Proposed Summer 2009 Operating Hours</u>		
<u>Beginning Date</u>	<u>Ending Date</u>	<u>Resume Regular Hours Date</u>
Mon., May 18	Fri., Aug. 7	Mon., Aug. 10
Mon-Thu., 7:30-5:00; Fri., 7:30-12:00		

ADVANCEMENT AND EDUCATION AWARDS – Berg distributed a Faculty, Administrator and Classified Advancement and Education Awards schedule. When an employee receives a degree or takes classes beyond their degree they are allotted additional money. Current procedure is that Human Resources makes salary adjustments which are effective the first of the month following the month education documents are received. The proposed procedure was to make salary adjustments twice a year; effective March 1 for documents received by February 1 and effective September 1 for documents received by August 1. If the proposed procedure is accepted, Classified & Administrators Handbook, Section 3.7, #3 and the Board Policy Manual, Section DEA will have to be modified. Another proposal was presented to compensate employees three times a year; effective January paycheck for documents received by January 10; effective June paycheck for documents received by May 30; and effective September paycheck for documents received by August 30. A final decision was not reached.

FINANCIALS – Berg distributed financial reports as of February 28, 2009. We are half way through the fiscal year. We have received 61% of budgeted revenue. We have expended 46% of budgeted expenditures. Bookstores show a profit of \$294,000; rental property \$185,000. Student apartments show a profit of \$4,210. Employee tuition scholarships are up \$86,000 compared to \$84,000 last year. Federal grants and contracts have increased; KACV grants and contracts have decreased. We have \$57.7 million (\$38.9 million) in cash and investments (\$18.8 in bonds) as compared to February 2008 – 36.6 million; and \$33.1 million in February 2007. We budgeted \$17.1 million in tax collection; we have collected \$17.0 million. We have expended \$3.5 million for bond projects so far. Construction of Steven W. Jones Hall at West Campus is scheduled to begin in mid-April.

ADMINISTRATIVE/STAFF UPDATE –

- ◆ Maury Roman, Director of Outreach Services, Community Link, will marry Dr. Richard Jordan, Regional Dean, School of Medicine, Texas Tech Health Science Center, at the end of March.

MISCELLANEOUS –

AC received an invitation to a one-day conference on Wednesday, April 22, 2009, at the Sheraton Austin from 8:30-4:30; the topic will be Community Colleges, the Texas Workforce Commission, and The Texas economy. At the conference, the most up-to-date information and guidelines on how local communities can draw on the federal economic stimulus funds and other state resources of the Texas Workforce Commission will be discussed. It was suggested that we send a

representative of Amarillo College.

The Don and Sybil Harrington Foundation and the Amarillo Area Foundation will host a symposium featuring the 2008-09 Harrington Faculty Fellows and Harrington Graduate Fellows of the University of Texas at Austin on Tuesday, April 7 at 2:30 p.m. in the Amarillo College Concert Hall Theater with a reception at the Amarillo Museum of Art at 4:00 p.m. Matney encouraged Cabinet members to attend.

AC will refund \$65,000 to the Texas Workforce Commission due to the unsuccessful Wind Tunnel project.

Recently we were asked by the Texas Higher Education Coordinating Board to furnish the amount we would request for one Amarillo College project to be funded by the Stimulus Package. We are looking at B Building on West Campus; part of the building is not currently being used; reconstruction could begin immediately; no one would have to be displaced. We estimated \$3.8 million would cover that project. We were provided other information regarding specific federal agencies which have additional funds to make available. Panhandle Regional Planning Commission and the Amarillo Economic Development Commission will work with us in determining specific projects. We will make a priority list for FY09 and determine how to apply for some of the funds.

Next meeting: April 7, 2009

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