

PRESIDENT'S CABINET MEETING

June 16, 2009

MINUTES

MEMBERS PRESENT:

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

MEMBER ABSENT:

Ellen Green

OTHERS PRESENT:

Brenda Sadler

Plans for a Cabinet retreat in mid- to late July were discussed. Everyone was asked to check their calendars. Purposes, goals, collaboration and teamwork will be the main focus of the retreat.

Matney asked Cabinet members to think about critical priorities concerning the Faculty Survey and respond to the four questions on the form distributed at the last meeting.

MINUTES – Sadler will change the May 19 minutes to reflect that the Math Outreach Center was our only submission this year for the Star Award nomination.

FIRST WEEK ACTIVITIES – Matney distributed a draft of the fall 2009 opening activities in August.

Dr. Christy Price will address faculty, classified employees and administrators, and first-year experience and others on Wednesday, August 19 in the afternoon. There will be an employee appreciation box lunch after General Assembly. It was the consensus of the Cabinet to bring all three employee groups together rather than hosting three separate lunches.

APPROVAL FOR STRATEGIC PLAN FOR DISTANCE LEARNING – For SACS we have to show that the Cabinet approved the Strategic Plan for Distance Learning. When the Substantive Change was worked on we realized we needed a Strategic Plan for Distance Learning and services; work was initiated in January. By July 8 we should get a letter from SACS on how AC is doing and they will plan a visit to Amarillo College. This plan will be presented to the Board on June 23 and it is hopeful they will approve it then. Patsy Lemaster will follow up and make sure that everyone is on task institution-wide. The Distance Learning plan is clearly tied with AC's Strategic Plan. In fall 2008, we began work on the SACS visit to the Hereford Campus, Fifth Year Report, and the Substantive Change in Distance Learning. After Cabinet approval, McAnally will seek approval from the Vice President's Council, Academic Affairs and the Board of Regents. Schlong moved that the Cabinet endorse the Strategic Plan for Distance Learning pending recommendations and changes by Academic Affairs and Vice President's Council; Berg seconded. The motion carried unanimously.

TITLE V APPLICATION – McAnally distributed a memo from Cara Crowley, Director of Grants, and herself, regarding AC's proposed Title V grant for Hispanic-serving community colleges; the college must serve a 25% Hispanic population to be eligible and we meet the criteria. The proposal was submitted to the Department of Education on June 8; we were the second college to submit out of 28 other colleges. The proposal requested \$2.875 million (approximately \$575,000 per year for five years) to conduct three main activities:

- 1) Construct, equip and staff a faculty development center in the library,
- 2) Construct and equip mediated student common spaces in the library, and
- 3) Purchase and support online student support activities.

Patsy Lemaster will be the project manager. We should be notified by September 30, 2009, if we are selected to receive this grant. If received, we will pay 4% in consultant costs.

BUDGET PREVIEW – Berg distributed the 2010 proposed budget. Projected revenues were \$51 million. By July 6, we should hear from the State as to funding we will receive. The proposed 2009 tax rate should be the same as 2008; \$0.14064. The bond repayment increases the tax rate to \$0.00130 or \$1.30 per \$100,000 house. We are not asking to raise the maintenance and operations effective tax rate. Matney reminded Cabinet members that the Board budget workshop will be held on June 18.

FINANCIALS – Berg distributed the Budget Status Report as of May 31, 2009 and the budget reports by department and categories.

MISCELLANEOUS –

Amarillo College's recruiting campaigns were mentioned; it was discussed that Cabinet should view the proposed billboards prior to them being implemented. Campaigns should indicate AC's affordability, quality instruction, and great location. Television spots will continue with the apple ads.

Matney referred to an email from Rusty Cornelius, Emergency Manager, regarding tornado safety. Schlong told of the emergency watch station being erected at the Business and Industry Center. Recently, employees in the Student Service Center met to discuss and agree on steps to take during a tornado warning. Cornelius will be asked to address this issue at the July 7 Cabinet meeting.

Tom Pauken, the Chair of Texas Workforce Commission, will present Amarillo College, Bell Helicopter, and Northwest Texas Healthcare System with two skills development grant checks on June 18.

Next meeting: July 7, 2009
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