

PRESIDENT'S CABINET MEETING

July 21, 2009

MINUTES

MEMBERS PRESENT:

Bob Austin, Terry Berg, Lee M. Colaw, Ellen Green, Paul Matney, and Damaris Schlong

MEMBERS ABSENT:

Danita McAnally and Jerry Moller

OTHERS PRESENT:

Ernesto Olmos and Brenda Sadler

Austin introduced Ernesto Olmos, New Recruitment Specialist. Olmos is a WTAMU graduate in marketing and public relations. He recently worked with outreach students at Panhandle Plains Student Loan Center and prior to that he worked at WTAMU. He hopes he can inform students about higher education and help them set goals. Cabinet members introduced themselves and encouraged Olmos to learn all he can about community colleges.

Last fall, the Cabinet made the decision to not reapply for the current TRIO grant but to look for ways to serve a broader group of students. TRIO has been a good service to students for many years. Some alternative grants for which AC might apply are: a Department of Education/FIPSE grant which is due August 5; it is a developmental education grant for a period of three years for \$750,000. Moore County Campus has a TRIO/SSS grant which serves first generation, low income, and disabled students. It services 120 students and is good for a five year period bringing in \$921,000. TRIO – West Campus (Allied Health and Nursing) serves first generation and low income students; it would service 120 students; good for five years for \$1.0 million. Trio/SSS – on Washington Street Campus would service 120 - first generation, low income STEM (Science, technology, engineering and math) students. This grant is for a total of \$1.0 million. These are all nationally competitive grants.

Matney distributed an email from Regent Prenis Williams. He requested a representative from AC to participate in an organizational meeting of the Aviation Club on July 24. Individuals named to potentially attend were Ed Nolte and Shawn Fouts.

Matney said he wants to hold an “early bird” breakfast once or twice a semester; and bring in a speaker from the community. It was suggested to invite business leaders and selected educators to the breakfast.

Matney distributed an 81st Texas Legislative Session summary. Included in the summary were bills related to community colleges, other key bills, bills which the governor vetoed, and bills that did not pass.

TECHNOLOGY UPDATE – Colaw distributed a technology update and a special account request form. The Initiative to upgrade classrooms included the latest in technology. Before the fall semester begins, five classrooms are scheduled to receive new video projection systems, enhanced audio capabilities, voice-assisted systems (WC only), integrated computer and laptop computer connectivity, Blu-Ray DVD/VCR and document camera accessibility, and push button

controls. Two weaknesses affecting the strategic mission include the College's connectivity to the commercial internet and the connectivity between the Washington Street Campus and Moore County Campus. Action has been initiated by ITS to enlarge the size of the commercial internet; this should be completed before the fall semester. The size of the data communications pipe to MCC will increase 300%; this project will take several weeks and should be completed at the beginning of fall semester. Lifecycle Technology Replenishments and Growth – the College adhere to a replacement cycle of no more than four years for faculty, staff, and classroom and laboratory computer systems. Over 500 new computer systems have been installed and another 180 are scheduled to be replaced by August 31. Exchange/Outlook was implemented and data was migrated from Datatel.

PRO UPDATE – On September 29 from 8:00 a.m. – 12:30 p.m., AC and Amarillo ISD employees will tour three businesses. Recently, personnel from AC, AISD, AEDC, Frank Phillips College, and Dalhart ISD met to discuss the Hilmar Cheese Company.

LOCK/UNLOCK PROCEDURES – The new college-wide policy will be enforced on all campuses. AC police officers will need to familiarize themselves with the policy so they will know how to handle the requests. The daily events report needs to furnish valuable information.

CABINET RETREAT – The retreat will be on Monday, July 21, 8:00 – 4:30 at Starlight Inn Canyon. Schlong distributed a leadership dogs style assessment and asked Cabinet to complete and turn in to her area from analysis prior to the retreat. The morning session will focus on communication, teamwork, collaboration, and culture growth and the afternoon session will focus on critical priorities and AC goals. The critical priorities and goals will be discussed at General Assembly.

CLASSIFIED AND ADMINISTRATIVE TRAVEL COMMITTEE – The committee is made up of two administrators and two classified employees who serve a two-year term. It was discussed to have the Dean of Finance and Administrative Services' office responsible for keeping track of the funds for these trips.

COLLABORATION...COLLABORATION...COLLABORATION – Matney expressed his pleasure of the recent collaboration of Cabinet members.

MISCELLANEOUS –

AC needs to re-engage and be ready to roll-out a four-six month program in industrial maintenance technology. Panhandle Regional Planning Commission requested this program. The program will focus on basic computer and HVAC skills. LuLu Cowan will pull a team together of academic personnel, continuing education personnel, mayor and city manager. Telecommunication training will be made available for Potter County, Randall County, fire departments, EMS, and criminal justice.

Matney distributed a copy of a newspaper article entitled, "Mentors Critical to Judge's History," by Cokie and Steve Roberts.

Matney told about a Succession Planning Workshop to be held on Thursday, July 30 at the Amarillo Area Foundation, Laura Street will facilitate. Cabinet was encouraged to attend and to make Brenda aware of their interest so that she may register individuals with AAF.

Ken Burns, PBS filmmaker, will produce a KACV program entitled, "Dust Bowl."

Badger Boot Camp will be held tomorrow; administrators and faculty are invited to serve hamburgers to the students and their families.

Eleven AC employees have volunteered to serve on the State Employee Charitable Campaign (SECC). Eric Wallace will serve as the loaned executive to United Way this year; he will be attending a conference in Ruidoso with other United Way loaned executives.

Next meeting: August 4, 2009
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