

PRESIDENT'S CABINET MEETING
September 15, 2009
MINUTES

MEMBERS PRESENT:

Bob Austin, Terry Berg, Lee M. Colaw, Paul Matney, Danita McAnally, and Jerry Moller

MEMBERS ABSENT:

Ellen Green and Damaris Schlong

OTHERS PRESENT:

Brenda Sadler

Core Values: Integrity + Innovation + Teamwork = SUCCESS

Discussion:

12TH CLASS DAY ENROLLMENT REPORT – Austin distributed a table which communicated enrollment information from fall 2005 through fall 2009. Total enrollment for fall 2009 is 11,100 compared to 10,122 in fall 2008. This table conveyed the following information regarding fall enrollment: students' ages, ethnicity, gender, major type, enrollment status, number of hours taking, and how many were dual credit students. There was discussion about the different areas. We increased full time enrollment by 587 from fall 2008 to fall 2009; dual credit students have increased by 130 and there are 256 ACE active students.

AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA) FUNDING – Berg reported that state appropriations did not decrease, but remained the same as last year. Of the \$17 million, \$273,000 is from the ARRA federal funds. We have to submit a plan to the Texas Higher Education Coordinating Board, LBB, and Governor's office on how we plan to use the \$273,000. Berg looked into article 12 of House Bill 1 to find out what could be purchased with this money. Don Hudson, Vice President, Texas Association of Community Colleges, will alert us to what can be purchased with this money. A report has to be sent out by September 30; we will have to report every quarter on how we spend the money. Article 12 of HB 1 states what each area will receive. Berg promised to keep the Cabinet informed.

LEGISLATOR APPRECIATION EVENT – Matney explained that the legislative delegation of Seliger, Smithee, and Swinford will be here on Friday, October 2 from 10:00 – 11:00. We want to show them how much we appreciate their hard work; we will present them with a gift from Amarillo College; Ellen Green has framed four pictures of AC displaying the four seasons with a plaque of appreciation on the frame. We will ask them to exhibit them in their Austin offices. Matney expressed his desire to have the Concert Hall Theatre filled with Cabinet members, employees, students and community people.

EMPLOYEE AWARD POSSIBILITIES – Some schools present awards to exemplary employees once a quarter or twice a year. Matney entertained the idea of giving some sort of award to these people. Matney asked Cabinet to consider viable ideas regarding this subject.

COST EFFICIENCIES 2009-2010 & 2010-2011 – Matney stated that it is not too early to start thinking about how we will balance the budget next year. We need to consider what we were challenged to do in past years. One item to consider is which positions will not be replaced and what new ones we will request. We increased enrollment this fall by 978 students; we have many people working hard to advise, enroll, and teach them. The decision regarding new positions will need to be determined at the front end of budget preparation.

STRATEGIC PLAN – McAnally distributed handouts regarding a Strategic Plan timeline and possible surveys concerning strategic planning which will be directed to current students, employees, Board of Regent members, community representatives, and ex-students and graduates from within the past five years. Some Strategic Plan issues to be concerned about include surveys, mission, core values, appropriate campus-wide input, naming a Strategic Plan focus team, timelines, looking at how it was done in the past, and environmental screening. McAnally said that last time the plan was worked on it began with focus group meetings and Dr. Jones offered “What Matters Most” workshops; questions were given and asked of different groups and they came up with common denominator answers with four to five writers of the plan. We need to look at what worked for us last time. There was a consensus of Cabinet to deliver surveys to the above mentioned groups and put this on the front burner and make it a priority.

FINANCIALS – Berg distributed the preliminary budget status report as of August 31, 2009.

Announcements:

- The Conversations Team has been appointed; they will have their first meeting on Friday, September 18.
- The CCSSE Analysis Team received five faculty names from Faculty Senate.
- Diplomas and Certificates (DAC) kicked off on Monday, September 14 with ten students.
- Green has received approval from Alan Taylor, city manager, to put up signs on Washington Street at 21st and 28th streets.
- Ann Fry, interior design instructor, has presented a proposal to work on the library interior.
- Matney mentioned two handouts which were distributed; one, an article entitled “A Straight-Talk Survival Guide for Colleges,” from *The Chronicle of Higher Education* and executive orders from Governor Perry’s office relating to a comprehensive review of higher education cost efficiencies. The executive orders charged the Texas Higher Education Coordinating Board to develop practices, policies and recommendations for cost-containment among public institutions of higher education in Texas and submit these to the governor by November 1, 2010. A group from the Cabinet will meet soon to discuss cost efficiencies.

Next meeting: October 6, 2009

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