

PRESIDENT'S CABINET MEETING

November 3, 2009

MINUTES

MEMBERS PRESENT:

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

MEMBER ABSENT:

Lee M. Colaw

OTHERS PRESENT:

Brenda Sadler

Core Values: Integrity + Innovation + Teamwork = SUCCESS

Discussion:

H1N1 TEAM UPDATE – Austin said that the team met last week; they continue to meet on a regular basis. The anti-bacterial hand sanitizer stands have been ordered; however, the manufacturer is having a tough time keeping the product in stock. Sixty locations have been identified for the stand sites. When H1N1 vaccines are made available some will be brought to the Senior Citizens site. A *Ranger* reporter would like to do a story in the community about the H1N1 flu. Matney said AC has been proactive in the approach to facing or evading the H1N1 flu.

WEATHER POLICY – Green distributed a list of who to contact in the case of campus closings; AC contacts; and media code words. AC will continue to take AISD's lead in campus closings. Joe Wyatt will be Green's back up; David White will put the closure messages on the AC website; and Julie Mann will change the main phone line message. Closing decisions will be made for the day classes by 6:15 a.m. and by 3:00 p.m. for the evening classes. Renee Vincent and Daniel Esquivel will continue to make the decision about their campus' closings.

COMPLETED ITEMS FOR STRATEGIC PLAN THROUGH 2010 – McAnally distributed copies of accomplishments and goals in progress of Strategic Plan through 2010. She asked Cabinet to send her anything they might want to add to the Strategic Plan in progress. Under Goal 7: Encourage Community Support, there was \$68.3 million passed as a bond in 2007 by 64% of the voters. The Strategic Plan updates will be placed on the AC website.

STRATEGIC PLAN SURVEYS UPDATE – McAnally distributed a break down of which groups were sent the survey and how many have responded. She plans to contact some of the groups to encourage them to complete and turn in their surveys. Employee survey completers' comments showed vision. McAnally indicated that some of the groups may need face-to-face meetings to garner their responses.

TACC UPDATE – Matney met with other College presidents at the TACC quarterly meeting last week. He distributed a letter written by the TACC chair and president and CEO addressed to the governor, lieutenant governor, and speaker of the house. It expressed their gratitude for their leadership during the 81st legislative session on behalf of the 50 member institutions. The letter

addressed the significant enrollment growth for community colleges from fall 2008 to fall 2009 which includes 65,000 new students. The letter further expressed concern regarding the economic downturn which appears will be placed on state resources and the increases in student enrollment which presents a significant funding issue for the state. The institutions are limited in their ability to raise additional tax revenue and student tuition. They asked for their direction as to whether community colleges should work to slow growth recognizing the state will be challenged to keep up with these rising cost or whether we should work to continue to add capacity to meet the increasing demand for educational services. It is expected that community colleges' appropriations will decrease by 5-10%. Matney distributed the TACC fall headcount and contact hour comparison.

TACC chair, Richard Rhoades and chair-elect, Bill Holda told of online dual-credit courses that the University of Texas at Arlington and Lamar University are now offering free of charge to any school in Texas. Martha Ellis, University of Texas System Associate Vice Chancellor for Community College Partnerships, is upset with UTA because they broke the rules.

PLANNING EFFICIENCIES RETREAT – Cabinet will meet on Monday, November 9 from 8:00 – 1:00. McAnally's office has worked on information regarding the tools we have already in place to make evidence-driven decisions. Budget actuals will be looked at along with which areas came in under budget. A cost-study will be provided; trend analysis; and budget assumptions. McAnally and Matney will craft an agenda; LuLu Cowan will attend and act as recorder.

AC RETIREE VOLUNTEERS – Judy Williams Taylor is the volunteer coordinator; she will talk with retirees about their interest in volunteering at the College at their next meeting. Berg believes that only 30 people should be involved. Two 10-hour positions need to be filled to work in the grants area.

PAUL'S GOALS – Matney distributed a list of his 2009-2010 goals. He told Cabinet members he will set up one-on-one meetings before Thanksgiving with each of them for about an hour and a half to talk about their goals; each were asked to bring four to six goals to discuss.

Announcements:

- Matney distributed a memo from the THECB regarding the 2009 Texas Higher Education Leadership Conference and annual Star Awards Ceremony in Dallas on December 3 and 4.
- Kimberly Zimmer has been hired as a liaison between San Jacinto Elementary and AC; an office space at AC will be sought.

Bruce Cotgreave, Director of Physical Plant, conducted a tour of the new Science Lab Building for Cabinet members.

Next meeting: November 17, 2009

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