

**PRESIDENT'S CABINET MEETING**  
**February 2, 2010**  
**MINUTES**

**MEMBERS PRESENT:**

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

**OTHERS PRESENT:**

Bruce Cotgreave, Theresa Rider, and Brenda Sadler

**Core Values: Integrity + Innovation + Teamwork = SUCCESS**

**Action Item:**

**WARREN HALL COLOR SCHEME** – Bruce Cotgreave gave an update of Warren Hall. He said the same color scheme which was used for the Science Lab Building was going to be carried through Warren Hall. The ceramic tile was removed; some doors in the stairwells will be replaced. There will be some multi-purpose labs built. The lecture room will remain, but will be reworked. The windows will be replaced with the blue tinted glass as in the Science Lab Building. The timeframe for completion will be August 1. Schlong moved, seconded by Berg to approve the color scheme of Warren Hall. The motion carried.

**RAPID RESPONSE TEAM** – Matney distributed a handout from Dr. Shawn Fouts showing possible members of the team. Make up of the team was discussed. The following was proposed:

**Standing Members:** Shawn Fouts, Dean of Career & Technical Education; Damaris Schlong, Dean of Continuing Education; Danita McAnally, Dean of Assessment & Development; Ron Faulkner, Coordinator of External Technical Training-External Training; LuLu Cowan, President's Office.

**Ad Hoc Members:** Jerry Moller, Dean of Academic Transfer; Bill Crawford, Dean of Health Sciences; Terry Berg, Dean of Finance & Administrative Services/or Business Office designate; Ellen Green, Dean of College Communications and Marketing; Lee M. Colaw, Chief Information Officer and Dean of Information Technology; Diane Brice, Registrar/or designate; Trent Morris, Texas Workforce Solutions/or designate; appropriate division chair(s); and appropriate department personnel (as needed). Moller moved, seconded by Colaw to accept the Rapid Response Team membership. The motion carried.

**Discussion:**

Parcells Hall renovation will begin in the summer. Jones Hall should be completed in the summer. Schlong will set up a meeting for West Campus Planning to include Schlong, Bruce Cotgreave, McAnally, Colaw, Moller, Matney, Austin, Kim Crowley and Bill Crawford.

**LOCK/UNLOCK POLICY**– Since the beginning of the spring semester, Schlong has been receiving reports and yellow cards from the AC Police Department. Schlong reminded Cabinet that the policy states that an instructor or employee needs to be present when classrooms are locked and unlocked.

## WEST CAMPUS FUTURE PLANNING – Deferred.

### Announcements:

- Matney told of the Bellwether Presentation in Orlando, Florida; Matney, Lilia Escajeda, McAnally, Kathy Wetzel, and Edie Carter were in attendance. Wetzel and Carter did a superb job presenting the Math Outreach Center at Amarillo College; Green produced the DVD which was shown. Amarillo College was one of ten finalists; Jackson State won. The judges were complimentary. The Math Outreach Center recently won a STAR Award; we were the only STAR Award winner asked to present at the recent Texas Higher Education Coordinating Board meeting. The Co-Board Commissioner, Raymond Paredes, will send a copy of the presentation to all community colleges in Texas. McAnally and Patsy Lemaster will host a few on-campus presentations. The presentation will also be shown at the next Board meeting.
- Matney expressed his satisfaction with how the recent campus closings were handled. Weekend class closings will need to be looked at separately.
- A draft of the memo to be sent in mid-February to budget managers was distributed. A draft of an upcoming email to be sent to all AC employees from Matney regarding our state's budget and its implications for our budgeting preparation process was distributed.
- A copy of the Amarillo College position paper submitted to the Chamber of Commerce to be addressed at Panhandle DC Days in Washington, D.C. was distributed. The paper included grants submitted by AC in the areas of education and healthcare. No one from Amarillo College will be going to D.C. this year.
- Matney remarked about an article distributed entitled, The Crossing.
- A spring headcount enrollment comparison was distributed.
- McAnally distributed a faculty load analysis history for credit courses from fall 2005 – fall 2009. Overloads taught by full-time faculty have increased significantly.
- McAnally distributed a copy of the THECB PowerPoint presentation regarding community colleges based upon momentum points and milestones. She discussed the Community College Formula Committee recommendations. Washington State and Ohio State have implemented performance based funding for their community colleges.
- Green will set up a time for Cabinet and Rusty Cornelius to show the one-hour presentation she presented recently in Austin. The presentation was regarding social media, entitled In UR Face (Book): Media Relations in the Age of 411, TMI!!.
- Berg distributed a cost study by area to each Cabinet member.

Cabinet took a break before discussing budget issues.

Next meeting: February 17, 2010

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