

# PRESIDENT'S CABINET MEETING

October 19, 2010

## MINUTES

### MEMBERS PRESENT:

Bob Austin, Terry Berg, Lee M. Colaw, Ellen Robertson Green, Russell Lowery-Hart, Paul Matney, Danita McAnally, and Damaris Schlong

### OTHERS PRESENT:

J. Pat Hickman and Brenda Sadler

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

### Cabinet Roundtable:

Matney introduced J. Pat Hickman, Chairman & CEO, Happy State Bank. The Cabinet members introduced themselves to Mr. Hickman. In 1989, Mr. Hickman was a manager for a small \$25 million bank branch in Canyon, Texas when he heard that a bank in Happy, Texas was for sale. With a personal worth of less than \$9,000 and a determination to run a community bank, he found ten families in and around Canyon who were willing to invest at least \$100,000 each and together they bought the bank. At purchase, the Happy State Bank had \$10 million in deposits and \$4 million in loans with six employees. Happy State Bank has grown through the opening of 12 branches and the purchase of two other banks and two corporate trust companies in Phoenix, Arizona and Houston, Texas. Today, the bank has total assets of \$1.4 billion with 411 full-time employees and 22 full-service locations in 14 communities. Happy State Bank is the 2<sup>nd</sup> largest bank in the Texas Panhandle. Happy State Bank's Mission Statement: Work hard, have fun, make money, while providing outstanding customer service and honoring the Golden Rule. Mr. Hickman said the bank requires hard working staff members with good attitudes. He requires outstanding customer service from each employee not only with the customer, who deposits money into their bank, but also with each employee and the person they work beside. Each employee must demonstrate integrity which includes character, competence, vision, and an ability to inspire others. Mr. Hickman stated that when they advertise the bank it focuses on people mostly and services second.

### Action:

**PROPOSED PROGRAM REVIEW CHANGES** – McAnally distributed copies of the External Committee Membership recommendations for 2010-2011 program review self-studies for Industrial & Transportation Technologies, Information Technology Systems, Enrollment Management, and the Continuing Education Division. Also, distributed were the Program Review Policies & Procedures which included the program review schedule for the next ten years. As a fourth step, it was recommended that either Department or Division Chairs give a report to the President's Cabinet which will provide the division with an opportunity to celebrate successes and explain needs to the Cabinet. Colaw moved, seconded by Schlong to adopt the fourth step in the Program Review process. The motion carried.

Program Review at AC is designed to ensure that the institution is successfully and effectively meeting the various needs of its student constituency. Assessment and evaluation of all programs

and services is necessary to make evidence-based decisions which ensure quality educational opportunities for students. The purpose of the policy and procedures document is to provide a system for assessing and evaluating each program on a regular schedule. The following motion was also made: Austin moved, seconded by McAnally to reduce the number of External Review Committee members for instructional areas in Program Review from nine to seven and the number of non-instructional members from seven to six. The motion carried.

**BYRD BUSINESS BUILDING/PARCELLS HALL COLORS** – Bruce Cotgreave discussed the color scheme and showed swatches for the Byrd Business Building and Parcels Hall. Lowery-Hart moved, seconded by Berg to approve colors and designs of Parcels Hall and Byrd Business Building. The motion carried.

### **Discussion:**

**FACILITIES MASTER PLAN UPDATE** – Berg reported that Shiver-Megert would hire the consultants for an amount of \$70,000 - \$90,000.

**FINANCIALS** – Berg distributed two sets of financials; one as of August 31, 2010 and one as of September 30, 2010. At the end of August, \$1.9 million in reserves was used. Total projected A&I reserves to be used is \$817,500. For FY 2011, \$200,692 has been used for A&I from all funds. TRTF has spent \$385,000 (or 22%) to replace computers and projectors since September 2010.

**FALL ACADEMIC PRELIMINARY ENROLLMENT REPORT** – Austin distributed a preliminary enrollment report reporting information from fall 2006 through fall 2010. The number of enrollments for fall 2010 is 11,675 which represent a 575 increase. Under the category of student age the significant increases occur in the areas of < 20 (35%), 20-24 (28%), and 25-29 (15%). In the ethnic group, whites decreased by 191; Hispanics increased by 724 (30%). There are more females enrolled which is up by 518. There was an increase of 506 full-time students; there was an increase of 485 (32%) students enrolled in 12-15 hours; there are 395 ACE students enrolled.

**AC FOUNDATION STRATEGIC PLAN** – Matney distributed a summary of the AC Foundation Strategic Plan which was approved in August 2010. Dr. Bud Joyner assisted the Foundation in creating their Strategic Plan. Matney mentioned Goal Four which implements on-line giving and an on-line process for scholarship applications. The Board has challenged the Foundation directors to be more connected with Amarillo College. Matney indicated that they are moving in the right direction; good things are happening.

**WEB INPUT MARKETING** – Deferred

**FACULTY SENATE STATEMENT ON BUDGET CUTS** – Lowery-Hart distributed a position paper of budgetary concerns for 2010-2011 presented by Faculty Senate. The Senators state that faculty is aware of the problem the College is facing in maintaining quality under the restraint of a decreasing budget. They believe that during last year's budget reduction, the instructional area of the College absorbed the majority of the budget cuts. They request that cuts affecting student learning not be considered in the next budget reduction; to do so would compromise AC's reputation for instructional excellence. Lowery-Hart told Faculty Senate he would deliver these concerns to Cabinet.

**GENERATION NEXT** – Handouts were distributed regarding Dr. Mark Taylor’s two workshop programs, November 30, on Generation NeXt that will help us to understand today’s students as Quality Enhancement Plan (QEP) discussions on preparedness is launched. Dr. Taylor is a nationally recognized educator, expert, speaker and consultant dedicated to helping colleges and universities better understand and serve students for learning, development, persistence and successful integration into the “after college” world. The first program of the day is entitled “Understanding Today’s Learners: Meet Generation NeXt” the second is “Teaching Today’s Learners.” These workshop programs will be held at the Polk Street Campus.

**Announcements:**

- Matney distributed an article entitled *Future Hiring Will Mainly Benefit the High-Skilled*.
- Dutton Hall dedication will be held on November 4 at 4:00 p.m.
- There will be a news conference at 11:30 at the Amarillo Area Foundation; Amarillo is one of four cities to have an opportunity to receive a Bill and Melinda Gates grant.
- McAnally distributed a table displaying 16 active grants that we have received as of October 1, 2010.
- AC and LuLu Cowan were praised for the outstanding Opportunity Conference last Saturday.
- AC gymnastics and dance programs will be recognized on October 21 at ‘Best of Amarillo.’

Next meeting: November 2, 2010

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