

PRESIDENT'S CABINET MEETING

June 19, 2007

MINUTES

MEMBERS PRESENT:

Steven Jones, Terry Berg, Victor Fite, Brad Johnson, and Damaris Schlong

MEMBER ABSENT:

Paul Matney

OTHERS PRESENT:

Ashley Golden, Danita McAnally, Delton Moore, and Brenda Sadler

DEMO OF INSTITUTIONAL RESEARCH TOOL/REPORT ON IR CAPABILITIES – McAnally distributed a handout regarding instructions submitting a database request and instructions for printing a report. McAnally told the Cabinet that the IR database is similar to the Clearinghouse database. Golden said Cabinet members need to log onto the MyAC portal and then select the President's Cabinet Report. McAnally said that an assessment needs to be made of how to make employees aware of what is available. The IR research program will be added to the forms page on the AC website. There was discussion about new requestor instructions. First, they need to complete My Profile Data. Then follow the instructions on screen of selecting and completing new requests. Every request of IR will have to go through this process. The best way to let staff know about the request procedure is to send an email, enforce the policy, and add a message to MyAC. Faculty will be alerted when they return at the end of August and offer a staff development training session for staff that have an interest.

IT NEEDS – A BUDGET PROPOSAL – Deferred.

ENTREPRENEURIAL ALLIANCE UPDATE – Schlong distributed handouts regarding meeting materials for the June 19 Entrepreneur Alliance Board Members, May 14 minutes, a chart of who has committed and the amount, the job description of the Director to be hired, certification of formation of Entrepreneur Alliance, Inc., bylaws, and a conflict of interest policy. The AEDC recommended funding under the University Center program for \$97,800 per year for three years. Amarillo College has committed \$5,000.

FINANCES/IMPACT OF PERRY VETO – Berg distributed financials as of May 31, 2007 and an expenditures budget report by department and category. There is approximately \$4.5 million in revenue over expenses. An article in *The Chronicle of Higher Education* was distributed; the article was in regards to Governor Perry vetoing \$154 million for employee benefits at Texas Community Colleges. The *Austin American-Statesman* reported the money trimmed from community colleges amounted to half of their appropriations for group insurance. The Governor said state money could not be used for that purpose because local taxes and tuition supported the bulk of community college operations and the employees therefore were not state employees.

ADMINISTRATIVE/STAFF UPDATES –

- Terry Kleffman, Director of Programming Services, has been contacted to help WTAMU and Dallas Community College with the Release 18 program.

- It has been requested of Texas Tech to fund part of the Healthcare Clinical Simulation project. AC would like access to the incubator and be in on the forefront of the University Center. A possible temporary location suggested was B Building on West Campus; a permanent home will be built on Wallace Boulevard.

Next meeting: July 17, 2007
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