

PRESIDENT'S CABINET MEETING

August 1, 2006

MINUTES

MEMBERS PRESENT:

Steven Jones, Terry Berg, Renea Fike, Victor Fite, Brad Johnson, Paul Matney, and Damaris Schlong

OTHERS PRESENT:

Bobbie Glasscock, Janice Newburg, Ken Pirtle, and Brenda Sadler

CAMPUS ART PROJECT – Ken Pirtle updated the Cabinet on a campus art project he addressed earlier. He said after Dr. Vincent Tinto's visit to Amarillo College last August it started him thinking about displaying more art which depicted the Texas Panhandle. Dr. Tinto suggested having more art around campus which showed off our southwest heritage because he believed our campus was too "sterile." Pirtle gave a PowerPoint presentation which showed mosaics from Texas Tech University and South Plains College. His proposal would honor Louise Daniel by using one of her Panhandle photographs in making the mosaic. Daniel was a civic leader, educator, community volunteer, an AC graduate, an AC Board of Regent, and the 2003 AC Distinguished Alumnus recipient. Pirtle suggested placing the mosaic on an outside wall on a Washington Street Campus building. Suggested places were the south side of the College Union Building facing 24th Street and on the south wall of the Student Service Center; Cabinet members stated they believed the Student Service Center wall would receive the most foot traffic and would be more protected from vandals. Projected cost of the project could be around \$80,000, with materials running close to \$10,000; Pirtle indicated the cost could be cut dramatically by recruiting volunteers to do the work. Timeline for the project could be from fall 2006 to fall 2007. Pirtle will be the project manager. AC Foundation will coordinate fund-raising; no College funds will be utilized. The Cabinet showed their support of the project. The next step, after identifying the photo to be used, will be to address the Board of Regents and ask for their support and then seek funding sources.

COUNCILS AND COMMITTEES – The Councils and Committees handout which was earlier distributed to Cabinet was discussed. Bobbie Glasscock talked about the committees which still lacked full memberships. The three employee groups have been asked for their committee recommendations and some she received. Jones stated that in most cases the Cabinet will accept the recommendations. Glasscock asked for Cabinet approval; which was given.

PASSENGER VAN INSURANCE – Berg reported that TASB will no longer insure college 15-person vans; anything smaller will still be insurable. We currently have three 15-person vans.

ENROLLMENT/SCHEDULE REPORT – There seems to be no evidence that schedule changes in the fall and spring had any impact on enrollment. Spring enrollment was down and fall enrollment may be down significantly. Some factors which played a part in the enrollment drop were discussed. Factors included: strong economy and rising cost of transportation; rising cost of attendance; and strong area competition for students. Other community colleges are experiencing a decline in enrollment as well. Fall 2005 enrollment had an 8% - 13% purge rate. Vocational programs may be affected more than the transfer programs. Analysis of enrollment will continue at the department and program levels; data will be reviewed in the next couple of weeks.

A 2006 summer class schedule analysis was distributed. In July, a group of division and department chairs met with counselors and administrators to conduct a post-mortem analysis of the 2006 summer class schedule and its possible impact on enrollment. Following are some opinions discussed: need to improve communication of the rationale for the summer class schedule changes to faculty, advisors, and students and encourage students to enroll in more summer classes; too many sections offered; too many three-week classes (there were four three-week sessions offered this summer); many three-week classes were under enrolled; offer only carefully selected courses during two three-week formats; the May 22 start date was poorly communicated; the traditional summer culture is that summer classes begin after Memorial Day; offer more online classes; a one-week break between commencement and summer classes is too short; offer fewer 7:30 classes; class schedule is difficult to read and understand; and explore advertising strategies. We will be looking at a number of ways to cut costs for summer teaching and revisit the early summer start date for summer 2007. Also, being looked into will be the declining number of new students and returning students and which areas of study are being affected.

LYNN LIBRARY ELECTRICAL UPGRADE – The library will be closed during Christmas break for the upgrade.

HIGH GROUND OF TEXAS PRESENTATION – Schlong, Johnson, and Ellen Robertson will attend this conference at Ceta Canyon on August 24. Other colleges which may be represented are Howard, South Plains, and WTAMU. Clarendon, Frank Phillips, and Wayland have been invited. The title of the conference is “Forging Bridges Between Economic Development and Higher Education.”

BRUTAL FACTS – Deferred until next meeting.

BOND ISSUE DISCUSSION (FACILITY & PROCESS) – Deferred until next meeting.

MISCELLANEOUS –

Jones mentioned two SGA projects which the students plan to work on this year; a smoke-free campus and the elimination of parking permits.

The New Board Member Orientation will be conducted following the special Board meeting on August 10. Jones asked Cabinet members to give a 5 - 8 minute overview of their area explaining who they are and what they do, the role and scope of their area, and the major challenges they foresee. He told the Cabinet that if they make handouts to make them no more than two pages.

Jones distributed a page from the Human Resources website which lists posted positions. Several positions and the necessity to fill them were discussed.

Jones requested that someone be named within the week to participate in the Leadership Amarillo/Canyon program.

Next meeting: August 15, 2006

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