

**PRESIDENT'S CABINET MEETING**  
**September 5, 2006**  
**MINUTES**

**MEMBERS PRESENT:**

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

**OTHERS PRESENT:**

Ellen Robertson and Brenda Sadler

**CAPITAL NEEDS ASSESSMENT** – A community based committee of around 40 needs to be established to look at the 2002-2008 facility expansive plan. There is a new law which was created January 12, 2006 regarding bond election schedules and rules. There are strict guidelines for what employees can and cannot do or say in regards to preparing for a bond issue election. Mostly, employees can provide facts only. An internal committee will be formed to study the facts and give the community committee the results of the facility needs study. The community committee would then supply the Board with a report. Amarillo College employees need to be educated about this study and be behind it. Protocol was discussed for the formation of both internal and community committees. A shorter version of the 2002 facility assessment and a one page position paper on capital needs will be furnished to the community committee. Jones plans to ask the three employee groups to recommend five employees to serve on the internal committee along with other volunteers from all Amarillo campuses. He will ask the internal committee to meet once a week to get the study in progress.

**2007 BUDGET** – Berg distributed a handout of the 2007 budget. A copy of the handout will become a part of the official minutes. Some major changes since the original projection in June include: ad valorem taxes are \$282,000 more than earlier projected; the academic tuition decreased \$800,000; and, the proposed 3.5% pay increase decreased to 3%. Alterations & improvements have not changed; they are estimated at \$1.2 million; with \$953,000 coming out of operating revenue. The projected expenditures have increased by 3% over the 2006 budget. The net revenue for auxiliaries to fund budget has increased \$129,000. The actual tax rate has remained the same at 0.16043 for the last three years.

**FUNDING RATES** – Matney distributed a handout of funding rates per base period contact hours of public community/junior and technical colleges for FY 2004-2005 biennium and FY 2006-2007 biennium. Funding for every discipline category is decreasing. The state allocation has been higher for the past two years due to growth. The rates are determined by the Texas Higher Education Coordinating Board reimbursement.

**MINIMUM TUITION** – Matney distributed a handout. Effective summer 2006 minimum tuition and fees increased to \$147.75; this includes 1-hour, 2-hour, and 3-hour classes. The lower rate of \$53.25 for a 1-hour class, \$84.50 for a 2-hour class, and \$125.25 for a 3-hour class was printed in the fall schedule of classes; the \$147.75 minimum was printed in the 2006-2007 AC catalog. These inconsistencies need to be looked at closely before going to print. Students taking only 1-credit hour has decreased from 113 students in fall 2005 to 36 in fall 2006. It would appear that the increase in minimum tuition has resulted in fewer 1-credit hour enrollees. Several academic chairs and coordinators who manage one, two, and three-credit hour classes met to discuss the impact of

the minimum tuition increase; it is their recommendation that the Cabinet pursue a rollback with the Board and also recommend a graduated basic fee and tuition scale for these 1-, 2-, and 3-credit hour classes. Jones recommended revisiting the minimum tuition, looking at the Continuing Education tuition, returning to a graduating tuition structure, and an extra charge for students who repeat a course three or more times. This agenda item will be placed on the next Cabinet agenda for further discussion.

**BOOKSTORE ISSUES** – There needs to be some consistency in book orders for identical courses. Discussion on this item will be resumed at the next Cabinet meeting.

**“STOP DOING” REVIEW** – This item was deferred until the next Cabinet meeting.

#### **MISCELLANEOUS –**

Schlong was recently contacted again about the Texas Aviation Historical Museum being housed at the East Campus. Nothing has been done to raise money for the building to house the airplanes. If this group can raise \$300,000 we may be interested.

Jones reminded the Cabinet of the upcoming Ethical Leadership Conference on November 2, which will feature keynote speakers Dr. Stephen Covey and former President George H.W. Bush.

Next meeting: September 19, 2006

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