

PRESIDENT'S CABINET MEETING
November 21, 2006
MINUTES

MEMBERS PRESENT:

Steven Jones, Terry Berg, Brad Johnson, Paul Matney, and Damaris Schlong

MEMBER ABSENT:

Victor Fite

OTHERS PRESENT:

Brenda Sadler

PANHANDLE REGIONAL PLANNING COMMISSION – Jones reported that two Amarillo College photos appeared in the PRPC annual report and that he was pleased with the exposure.

CAPITAL NEEDS ASSESSMENT EXTERNAL LIST – Lynn Thornton is chairing the Internal Community Capital Needs Committee; they have met and are moving along well. The internal committee will prioritize the campuses' needs list. Jones plans to send a letter in early December to the individuals placed on the External Committee list requesting response as to their interest in serving on the committee. The first meeting will be in mid-January. Schlong will find a suitable location at the Polk Street Campus to host the External Committee's meetings. Johnson will send the Cabinet an updated external list.

FINANCIALS – Berg distributed and discussed the October 31, 2006 financial reports. We are 17% through the year and have collected 45% of tuition and fees. We have spent 16% of the budget; fringe benefits have increased some due to an increase in property insurance and workers' compensation. The bookstores' profit is down due to the fact that most books were purchased in FY06. East Campus student apartment occupancy is down 43% this year for a loss of \$9,000; there was less demand for the apartments. The housing occupancy is at 94-95%. Federal grants and contracts are down \$180,000; Pell grants were given out in August, so they appeared in FY06. Resident instruction increased by \$188,000. The cash and investments were at \$26 million compared to \$25 million in 2005 and \$24 million in 2004. For FY07, \$13.1 million in taxes was budgeted; \$600,000 has been collected to-date. The annual audit will be presented at the November Board meeting. Two findings will be discussed; Texas Workforce Commission had late billings due to Bell Helicopter and workers in the HEP area have identified themselves as migrant workers without verification; we will need to try to obtain the proof.

MISCELLANEOUS –

Toni Gordy, Director of Criminal Justice, is out on maternity leave beginning November 22 and is scheduled to return on February 1.

Kim Davis, Director of Continuing Education, will have foot surgery on December 5.

Johnson reported that the India institutional research project appears to be doing well. He said that productivity from the group is high. Requests should be routed through Danita McAnally and Delton Moore, Director of Institutional Research. Work is then forwarded either to Delton locally or Jon Bellah in India, depending on workload.

The Financial Aid Telethon will be shown on KACV-TV in late January 2007; the purposes of this event are to describe the various sources of financial aid available to college students in our region and to Increase the number of college-bound students. WTAMU, Wayland, Frank Phillips, Clarendon, and Amarillo College are partners in this event.

Matney named the screening committee who will select a replacement for the Business Division Chair; Jerry Moller will chair the committee. Three internal applicants are vying for the position. Bill Crawford will chair the committee to replace Dr. David Fike as Division Chair of Sciences and Engineering.

Lou Ann Seabourn submitted AC's application for approval to offer an Early College program; there are 46 Caprock students enrolled.

Matney and Ed Nolte met regarding WTAMU and Pantex holding classes at the East Campus. This is one example of our improved relations with WTAMU.

Jones distributed and discussed recommendations from the faculty/staff coffee sessions held in spring 2006. Some issues discussed included faculty photo copy funds; how to improve the readiness and quality of part-time faculty; consolidation of weekend and night classes into one or two buildings on a specified campus; committee vacancies posted on website; and payment plans, or lack there of, for summer term.

Next meeting: December 5, 2006
bs