

# **PRESIDENT'S CABINET MEETING**

## **June 3, 2008**

### **MINUTES**

#### **MEMBERS PRESENT:**

Bob Austin, Terry Berg, Laura Grandgenett, Ellen Green, Brad Johnson, Paul Matney, Danita McAnally, and Damaris Schlong

#### **MEMBERS ABSENT:**

Steven Jones and Ellen Green

#### **OTHERS PRESENT:**

Cara Crowley, Bruce Cotgreave, and Brenda Sadler

Matney welcomed Bob Austin and Danita McAnally to the Cabinet.

**GRANT APPLICATIONS** – McAnally distributed handouts and discussed the College Cost Reduction and Access Act. The two Department of Education grants discussed were the Cooperative Grant with New Mexico Tech and the Individual Grant.

The individual grant includes the Biology, Biotechnology and Chemistry disciplines. The grant concept includes the development of online assessment, online pre-lab simulations, online tutoring, gaming, and success track from Integrated Biology to Biology I. The IT infrastructure would include video-conferencing for STEM Computer Center and lab, Warren Hall, Biology Building, and the new Science Building; wireless connection for all three buildings; and technical installation and support. Total amount requested for a two-year grant is \$1.75 million. A greenhouse was proposed to be housed on the West Campus as part of the grant. There was a handout distributed regarding college campuses that maintain greenhouses. There was general discussion and some concern about what would happen to a greenhouse after the two year grant was complete and where funds would come from to sustain it. The Cabinet approved the grant proposal without the greenhouse.

The cooperative grant was discussed. Programs affected would be Aerospace and general engineering, geology, non-destructive testing and physics and focus on STEM majors. An articulation agreement would be drawn up with New Mexico Tech for areas listed above to corresponding programs at NMT. The IT infrastructure would include video-conferencing and holography professional development and team teaching in Engineering Building and East Campus Industrial Center; wireless connection for both buildings; and technical installation and support. Total amount requested for a two-year grant is \$3.3 million (AC would receive approximately \$1.3 million the first year and \$500,000 the second year). If awarded, RMA will receive 5% of grant award for consulting fee (AC's portion \$90,000); paid by AC general funds. The Cabinet approved replacement of technology on the second floor of the library and grant application.

**2008 STAR AWARD** – Johnson said that June 16 is the deadline to turn in a nomination for a STAR Award. The Nursing the Numbers grant was discussed as being one to be nominated.

**IT TACTICAL PLAN SUMMARY** – Grandgenett distributed a June 2008 Tactical Plan Progress Summary. This plan was sent to the Board, but has been updated since and will be sent out again to them. The IT Council has met twice. The Polk Street Campus plan for wireless has begun; wiring should be finished at all campuses in a couple of months.

**STANDING COMMITTEE RECOMMENDATION** – Matney said he was comfortable with established faculty committees. It was suggested to eliminate the following committees: Faculty Technology Users Committee; E-Learning Center Advisory Committee; Online Faculty Advisory Committee; and Technology Users Group. It was recommended to establish the Academic Technology Committee. Also, recommended was to place the Web Committee under Ellen Green's area. Human Resources is checking the job descriptions of the Web Developers, Tommy deJesus and Corey Willis. The Webmaster would go under Ellen Green's area. Matney moved; seconded by Grandgenett, to accept those changes. The motion carried.

**ORGANIZATIONAL CHANGES** – Matney distributed a handout of Reorganization/Reassignments. Dr. Jones worked with Matney and Johnson to implement several reassignments of staff members. The reassignments become effective July 1. Two reasons for these changes are Johnson's departure and his position of VP/Dean of Development not being replaced and the future of the institution. Schlong distributed a proposed Workforce Development Division Reorganization Chart. She discussed the realignment of positions.

**FIRST WEEK ACTIVITIES** – Matney distributed the latest version of the Agenda for fall 2008 Opening Activities. It was discussed to set up the continental breakfast before General Assembly by the Experimental Theatre and then have a ground breaking at 8:30 for the new Science Building. Some times were changed during the week. These changes will go to Patsy Lemaster for modification.

**MISCELLANEOUS** – The Board Budget Workshop was scheduled for Tuesday, June 24 from 2:30 – 5:30 p.m., prior to a brief dinner and the Regular Board meeting.

June Jazz which is on Tuesday nights begins tonight at 7:30. This event will take place throughout June.

Next meeting: June 17, 2008  
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