

**Vice President's Council**  
**March 26, 2008**  
**Summary Notes**

**Members Present:** Paul Matney, Robert Boyd, Bill Crawford, Daniel Esquivel, Toni Gordy, David Hernandez, Judy Johnson, Jerry Moller, Sheryl Mueller, Ed Nolte, Lou Ann Seabourn, Jack Stanley and Renee Vincent, Carol Moore-recorder

**Members Absent:**

**Also Present:** Kay Mooney, Diane Brice, Theresa Rider, Sherry Hendrix and Patsy Lemaster

Matney encouraged the Council to attend The Harrington Scholars presentation on the WT campus. The event will be held at WTAMU Branding Iron Theatre on Tuesday, April 8, 2008. He will also email faculty and encourage them to attend and invite 1 or 2 top students from their discipline to attend.

The Mead Award process now includes a nomination by faculty. The committee needs to receive more meaningful recommendations.

Tommy de Jesus has purchased 2 recorders and will check them out to faculty who wish to experiment with podcasting.

**Announcements:**

- WECM Workshops—Applicants are beginning to receive invitations to the summer WECM workshops. Perkins funds are available to pay the participants expenses. Check with Danita McAnally for travel funds.
- Ordway Hall and Russell Hall – Texas Historical Landmarks—Ordway and Russell Halls have been approved as historical landmarks; the Amarillo College Foundation has paid for the markers.
- TCCTA Great Teaching Roundup – New Braunfels, TX
- Texas Network for Teaching Excellence in Career and Technical Education – April 11 at Midland College
- Rocky Mountain Round-up of Instructional Administrators- June 8-11 at Breckenridge, CO—Matney reminded the Council of the upcoming meeting; information was distributed at the previous Council meeting.
- Top of Texas Career Expo – May 14; Carter Gym—John Smoot is working to put the event together.

## **Board of Regents Meeting**

- Board approved a tuition increase; tuition increases from \$32 to \$34/semester hour; matriculation and general fees are combined to \$15/semester hour; the technology fee increases to \$8.00 per credit hour. For a 12-hour in-district student the cost will increase approximately \$60/semester (\$5.00 per credit hour)
- Faculty Senate presented the Professor Emeritus nomination of Diana Cox; the Board unanimously approved the nomination.

## **2008 Professor Emeritus**

The Faculty Senate has selected Diana Cox for the 2008 Professor Emeritus award. In Scott Beckett's absence Paul Matney presented the selection to the Board of Regents.

## **Financial Aid Request – Kay Mooney/Diane Brice**

Mooney indicated Financial Aid is pleased with the census roster process. The federal government mandates that students must attend at least one class in order to receive Pell grant funds. If census rosters are not processed in a timely fashion, the Financial Aid office must pull funds back from the students accounts and return the funds to the federal government. The biggest problem FA experiences is with the adjunct faculty and block classes. Mooney expressed willingness to speak to the part-time faculty about the importance of certifying rosters.

The current process sends notification from the Registrar's Office to the faculty when rosters are not submitted by the deadline. Seabourn expressed concern that dual credit faculty are not listed as instructor of record so therefore they cannot certify the class roster. Brice informed the Council that even if a student hasn't logged into WebCT by the census date, the faculty can notify the Registrar's Office if the student logs in after the census roster deadline. Divisions need to make sure class dates are accurate in Colleague so that final grade deadlines reflect the correct end dates.

## **Bond Construction Update**

Sciences & Engineering will meet with the architects beginning on March 27 to finish initial approval of needs in the new science building.

Nursing and Allied Health are still working with the architects regarding the needs of both divisions.

The architects want to break ground on both buildings no later than December 1, 2008 and anticipate completion by December 1, 2009.

### **Perkins Mid-Year Equipment Allocation (\$91,073)**

Crawford will update computers in the Medical Data Specialist program; Lintner will receive a new computer lab; Radio-TV is receiving funds.

Matney encouraged the Council to submit requisitions quickly.

### **Career Cluster Meeting (Information Technology)—Lou Ann Seabourn**

Matney attended a meeting at Underwood Law Firm regarding the concern of the local workforce. The community is asking for a workforce with technical training to fill local jobs.

The initial career cluster meeting for manufacturing was a learning experience for AC. There were 12 industry members in attendance; they shared many ideas. The next meeting is Friday, March 28 and there are 15 industry reps from information technology expected to attend.

### **LMS Implementation Team Update—Sherry Hendrix**

Matney introduced Sherry Hendrix to the Council; she is a consultant from EduServe and is serving as the LMS project manager.

EduServe has insisted that the LSM implementation and the focus of eLearning should be faculty-driven.

Hendrix expressed her appreciation to the LMS Implementation Team at AC. EduServe's initial charge was to implement WebCT 6.0, now a product of Blackboard. The LMS Implementation Team determined the vendor was not the best option for AC and issued a new RFP to search for a new vendor. The process to select a new vendor should be complete by the end of May. The team is also evaluating the workflow of existing processes. There appear to be multiple processes in the development of online instruction. The team hopes to evaluate and streamline the processes currently in place.

The eLearning Center has been physically re-organized and the hours have been modified to accommodate adjunct faculty.

### **New Acting CIO Dr. Laura Grandgennett**

Dr. Laura Grandgennett has been hired as the IT CIO on a 9-month contract to implement the IT Tactical plan.

### **Budgeting Revenue for 2008-09—Theresa Rider**

Matney distributed revenue background information to the Council for budgeting purposes.

Theresa Rider explained that revenue projection is necessary to balance the budget. The branch campuses and Carter Fitness Center are stand alone operations. If any Council members have concerns regarding the revenue budget list, they should contact Theresa directly.

### **2008-09 Budget Preparation**

Matney requested that Council members return any budget changes as soon as possible to the VP office so they can be submitted to Theresa Rider prior to the March 31 deadline.

He reminded the Council that no computer equipment should be submitted in the budget process.

After meeting with Matney, all Perkins equipment and travel requests should be submitted electronically to Danita McAnally.

Next week the VP office will aggregate all institutional and Perkins equipment and travel requests in preparation of the divisional equipment and travel “smack-down” later in April.

### **Equipment Replacement Support Team—Jerry Moller**

The Equipment Replacement Support Team will develop a replacement schedule as part of the IT Technical Plan. Jerry Moller, Ken Pirtle, Mark Hanna and Duane Lintner will represent the interests of the instructional divisions. The team has begun to meet and develop ideas for implementation.

### **Schedule 25**

Brice updated the Council on the status of Schedule 25. The Registrar’s Office has scheduled summer classes through Schedule 25 and is almost ready to schedule Fall. She indicated they are working with chairs and faculty to reconcile issues that arise. The system is being used to schedule classes on Washington Street Campus and East Campus.

### **Texas Learning Styles Academy—Patsy Lemaster**

AC will host the Texas Learning Styles Academy on campus April 3-4, 2008. The Academy is targeted at career and technical faculty but is open to anyone; the presenter is Dr. Gail Platt. AC is the first in a series of sites offering the training sessions. There is no cost to participants. Matney encouraged Council members to encourage faculty to attend the Academy on Thursday and Friday.

### **AEDC/AISD/AC Workforce Development Collaborative**

Matney dispersed a document regarding the Collaborative.