

**Vice President's Council**  
**October 29, 2008**  
**Summary Notes**

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

**Members Absent:** Jack Stanley

**Also Present:** Joe Wyatt, Diane Brice

**Announcements:**

- Lana Jackson and Jan Cannon doctorates – Lana has completed her degree and Jan is very close
- Ellen Green – Class of 2009 Leadership Texas – Green has been selected to participate in the very prestigious Leadership Texas program
- “Plugged In” quarterly electronic newsletter – The newsletter is a result of the expressed need for increased communication
- Common Reader reaction – Matney felt the program was very successful
- PRO Launch – November 11, 2:00pm, B & I Center – The launch was originally scheduled for the Globe News Center
- Southwest Seminar for Great Teaching – Taos, NM – Steve Cost and Michelle Orcutt attended the meeting
- Wind Energy and Machining – We have yet to hear from the Coordinating Board regarding the approval for the Wind Energy program. AECD awarded \$440,000 to Amarillo College for the program.

**Dr Jones Update**

Dr. Jones traveled to Little Rock last week to visit family. Various offices at the College have been providing food for the family for the last six weeks.

**Board of Regents Meeting**

- Meeting was held in Hereford
- Esquivel provided the Education report
- City of Amarillo annexed a piece of land in southwest Amarillo which is now part the AC tax district

- Extended the Eduserve contract for Dr. Laura Grandgenett from January 5, 2009 through March 31, 2009.
- Approved purchase of equipment necessary for the implementation of a new email system. Implementation is scheduled for the Christmas holidays.

### **CIO and Director of e-Learning Searches – Patsy Lemaster**

The search committee interviewed three candidates for the CIO position last week. The committee decided to reject all applicants, re-post the position and leave it open until filled. Even if someone is hired in January, there needs to be some overlap between the end of the Eduserve contract and the placement of the new CIO hire.

Three applicants are scheduled for interviews next week for the e-Learning director position. All members of the Council are invited to attend a presentation given by each of the applicants. The position was posted through the Chronicle of Higher Education and Eduserve. Although none of the applicants are from Texas, each has expressed a desire to relocate to this area. The committee feels very confident that at least one of the applicants will be a suitable fit for the College.

### **Parcells Hall and Byrd Business Building Programming**

Matney will meet with Berg, Cotgreave, Boyd and Hernandez to begin planning for the renovation of Parcells Hall and Byrd Business Building.

### **Governor Perry's Letter and Response**

Matney received a letter from the governor regarding state-funded travel. We responded to the letter indicating we will curtail travel which might appear to be funded by the State. TACC also sent a letter to the governor's office reminding them community colleges are not state entities and only receive a portion of funding from the state.

### **TACC Legislative Agenda**

The Texas Association of Community Colleges is comprised of all the community college presidents in Texas. The 81<sup>st</sup> legislative session agenda of TACC includes sufficient base funding, employee benefits and affordability. Matney distributed to the Council a brochure developed by TACC and intends to send the information to community members.

### **Proposed Online Summer Class Schedule (June 8-July30) – Jerry Moller**

The 2009-2010 calendar will be presented to the Cabinet in two weeks.

Moller and Austin are recommending summer online courses meet June 8-July 30, 2009. By waiting later to begin the online courses, high school students who do not complete high school courses until early June would have more opportunity to attend summer school at AC. Also, because the new LMS will be implemented in Summer 2009, faculty will have extra time to prepare their classes with Angel.

### **Bond Construction Website (link on AC home page)**

Matney showcased the link on the AC home page to the Bond Projects web page, including a timeline and project list. Katie Ahlbom will update information as projects progress.

### **New Ad and Need for AC “Media Spokespeople” – Joe Wyatt**

Joe Wyatt came to AC at the beginning of the Fall 2008 semester.

Chris Albracht with KGNC AM agreed to give Amarillo College a morning slot every 3<sup>rd</sup> Thursday of the month to discuss activities at AC. Matney appeared on the first show in October. Matney asked the Council to become proactive in publicizing important activities within their departments.

Wyatt expressed the desire to compile information from throughout the College to submit to media to promote AC as a resource. We need to get our face in front of the camera and the microphone. College Relations wants to get support from the Chairs to encourage the faculty to participate.

- 1) We need to have a pool of “Media Spokespeople” willing to be a media contact; it will help foster student/faculty pride in the institution
- 2) Division Chairs need to meet with Department Chairs and determine who would be good spokespeople to represent the College.

Matney asked how the Council feels we need to move forward to develop a media pool. Moller suggested Wyatt attend the next Faculty Supervisors Council. \*Matney asked the Council to come up with qualified faculty within their division and submit a list to Wyatt within the next 2 weeks.

Wyatt brought a copy of an upcoming newspaper ad that will begin running November 9 showcasing the cost advantage of AC. Based on a survey conducted this summer, affordability is one of our strongest selling points.

Other upcoming promotional campaigns will showcase testimonials and success stories.

### **Webinars for Faculty Professional Development – David Hernandez**

Hernandez suggested the College pay registration fees for webinars or the purchase DVDs that would allow employees to benefit from events that are too costly to attend. He is concerned that money cannot be transferred from the travel pool into another account without sending up a red flag to the Business Office.

Lemaster indicated that POD pays for webinars for departments across the campus. By coordinating those efforts through POD we reduce the chance of duplicating events and increasing costs. If her budget becomes depleted within the year, departments utilizing the service may need to transfer funds from their departmental budgets to POD.

### **DE Substantive Change (SACS) Update**

Not covered at this meeting.

### **Evaluation of Part-Time Faculty Proposal – FSC**

Not covered at this meeting.

### **Schedule 25 – Diane Brice**

Brice joined the Council to address concerns regarding the implementation of Schedule 25. Brice indicated she met with Wetzel, Ferguson, Moller and Graff to discuss needs of their areas and entered information into the system regarding every individual class. The process seemed to work well. The Registrar's Office staff intends to meet with other departments individually to identify the needs of each specific course and code the courses into the system. Brice indicated there have also been specific problems they are working with IT to reconcile.

Boyd and Johnson indicated a wide variety of scheduling errors occurred in the room assignments for the spring semester. In order to meet with Holly and Diane prior to the next schedule development, Brice suggested that each department schedule a meeting to work with them. Once the individual courses have been coded into the system, the room assignment process should work much better in the future.