

PRESIDENT'S CABINET MEETING
December 17, 2019
MINUTES

CALLED TO ORDER

9:05 am

ADJOURNED

11:15 am

MEMBERS PRESENT

Bob Austin; Kevin Ball; Tiffani Crosley; Cara Crowley; Cheryl Jones; Russell Lowery-Hart; Denese Skinner; Mark White

MEMBERS ABSENT

Tamara Clunis

OTHERS PRESENT

Joy Brenneman, Becky Burton

DISCUSSION:

1. ADA COMPLIANCE AUDIT	Crowley
<p>Ms. Crowley reported that she had received the ADA Compliance Report in a conference call with Mindy Nobles of the Co-Board. Amarillo College has 75 days to provide a response and timeline. She highlighted some of the findings and reports.</p> <ul style="list-style-type: none">• A non-discrimination statement should be voted on by the Board in January and published on the AC website in English and Spanish then annually this should be done in September• Need a clear understanding of who is the Title IX coordinator and what training they have received• Praised Disability Services and their exceptional documentation• All recruitment materials need to have the non-discrimination statement in English and Spanish on both printed and online materials• Suggested online tools not be used for translation into Spanish but instead use a real translator• Every webpage must have the non-discrimination clause in English and Spanish• There were no findings in Admissions, Financial Aid, Student Affairs, and Work Study• Does not apply to East Campus housing• 97% of the findings were in facilities<ul style="list-style-type: none">○ Too many chairs in classrooms○ Furniture with fixed keyboards does not allow for wheelchairs○ Many doors require more than 5 pounds of pressure to open and automatic door buttons did not work○ Sinks are not accessible for wheelchairs○ Every student they spoke with complained about street crossing and parking. Crosswalks are not clearly defined, people drive too fast, and accessible ramps are blocked by cars. They encouraged leadership to take a listening tour with students to hear their issues.○ There are the required number of handicapped parking spots for the campus but none in front of Russell Hall and not enough in front of Carter Fitness Center, and there are no van accessible spots. They recommend all parking in front of Byrd Business Building and Carter Fitness be changed to handicapped parking. Because the required number of parking spots are provided, there was no finding on parking.○ All parking lots have painting issues.	

- The patio furniture in front of the Ware Student Commons and at the Moore County Campus is bolted down and does not allow for wheelchair access. The recommendation was to cut it loose or provide additional furniture.
- East Campus Housing, West Campus lecture hall, and Carter Fitness Center all have a wall in the bathrooms that does not allow wheelchair access.
- None of the labs at the Moore County Campus have accessible eye wash stations, sinks, or vent hoods.

Overall, the Co Board was complimentary of Amarillo College and the work being done to address accessibility issues

Action Items:

- Ms. Crowley will work on the response and timeline.

2. LOWERY-HART'S BIG THINGS

Lowery-Hart

1. Onboarding New Cabinet members

New Cabinet members, Chris Sharp and Joe Bill Sherrod will begin work on January 6, 2020 and attend an HR orientation that morning. Dr. Lowery-Hart asked Cabinet members to be ready to discuss the top three things they would like Mr. Sharp and Mr. Sherrod to know about their areas. They should also cover the services available in their departments. Lowery-Hart will walk them through the AC story and Ms. Skinner will take 20-25 minutes to re-orient the strength assessments.

Some suggestions for information that might be helpful were:

- How to's for Board meetings and commencement
- Their role on the Emergency Response Team
- SACS assessment
- Calendar events for Cabinet members
- Contact information
- A mentor (Dr. Lowery-Hart will think through this)
- Grants

Cabinet will begin at 8:30 on Tuesday, January 7, with lunch to follow.

A Cabinet retreat will be scheduled in June.

2. Earn & Learn

This model would focus on rebuilding Amarillo through apprenticeships. Dr. Lowery-Hart and others have traveled over the last two years to brag on Amarillo College and share our successes. With the new strategic plan, apprenticeships will be the next focus. He shared what he learned from his summer trip to Switzerland and their model.

- The general concept is a public-private partnership with labor market orientation and cost efficiency.
- 80% of 15-18 year olds are in paid apprenticeships while in high school and these are not all STEM related. Those who want to go into PhD programs are put on a different pathway.
- Initially started to solve youth unemployment. Now everything is aligned to the work force and students must apply each year.
- Career guidance centers start talking with parents and student in the 6th through 10th grades and begin exploring career options. Students begin making career decisions in the 9th grade.
- The system is designed to go through apprenticeships, but there is pathway to change at any point in the process.

- Students spend 3-4 days per week in the apprenticeship program alongside faculty and 1-2 days in the classroom where they are prepared for the next week. Students train in real life situations learning specific skill sets for their chosen profession.

Dr. Lowery-Hart announced that Amarillo College has received a \$1M gift from the Adams Family Foundation to help fund this type of program. \$550,000 will be endowed and provide \$22,000/year for technical dual credit scholarships for up to 146 students. Approximately \$350,000 will be used to hire a person to lead this process for 3 years. The college will allocate approximately \$100,000 for technical assistance from Jobs for the Future and Central New Mexico Community College to determine the governance structure.

Dr. Lowery-Hart's goal is that Amarillo College and Amarillo have the first Earn & Learn college in the country where programs are apprenticeship based. Transfer programs would also have a component of this. The community and AISD will need to be part of this plan. Apprenticeships could increase retention, improve learning, and transform the region. The team would include AC, AISD, Amarillo Economic Development Corporation, Panhandle Regional Planning Commission, and the Amarillo Area Foundation.

Amarillo College will start with construction trades in the Fall, followed by Health Sciences and IT programs.

3. VFX (Visual Effects)

Much has happened towards getting this program started. The Board supports the program and asked Mr. White to work on a contract with Sempkhor. The curriculum committee has approved the needed courses. It is estimated that 8,000 to 12,000 square feet would be needed and various location possibilities were discussed. The college will partner with AEDC and also use bond monies to fund this space which could be a tech innovation hub that incorporates a maker space. CE courses will be offered in the Spring and technology based classes will be added in the Fall. Creation of this program will build a new industry for Amarillo in film production and visual special effects. Related industries could follow. There is a big project already in process that will come in the Spring and will launch this program. Future plans will include making local commercials.

Action Items:

- Dr. Lowery-Hart will be meeting with the Hope Group (AC, AISD, AEDC, PRPC, and AAF) on Friday with a goal to define the technical skills and attributes for the person to lead an innovation hub and begin crafting a job description.

3. BRAGGING ON EMPLOYEES

Cabinet

- Not covered.

4. OTHER DISCUSSION

Cabinet

The question about a Fall Break for staff as well as faculty and students has come up again. AC has a very generous staff vacation package. In addition to this vacation package, AC staff receive 16 paid days off annually for holidays. HR is working on a benefits package statement for employees that would reflect that generous benefit package already in place.

Dr. Clunis discussed the SSS grant applications. Hereford needs this but it is not logical to apply as it will not be funded due to the US Department of Education's prior experience points requirement. It was suggested that Teresa Clemons be charged with finding a non-federal grant that might be similar to support Hereford. Mr. White will work with her to find another grant funding solution. The Cabinet voted unanimously not to move forward with applying for the SSS Grant for Hereford.

