

PRESIDENT'S CABINET MEETING
February 11, 2020
MINUTES

CALLED TO ORDER

9:05 am

ADJOURNED

11:03 am

MEMBERS PRESENT

Bob Austin; Kevin Ball; Tamara Clunis; Cara Crowley; Cheryl Jones; Russell Lowery-Hart; Joe Bill Sherrod; Mark White

MEMBERS ABSENT

Chris Sharp; Denese Skinner

OTHERS PRESENT

Collin Witherspoon; Scott Acker; Cassie Montgomery; Shane Hepler

DISCUSSION:

1. EMERGENCY MANAGEMENT	Jones
<p>The emergency management team has completed the AC procedures manual. Ms. Montgomery has requested a replacement for Diane Brice on the emergency management team. Mr. Austin will select the replacement. Dr. Lowery-Hart has requested a defined role for Mr. Sherrod and this defined role to be included in the procedures manual. Mr. White requested that Mr. Danny Smith, Master Plan Program Manager, be the responsible party for construction workers, architects, emergency notification. Mr. White also requested a confidential stamp on each page of the manual. ACPD would like to require all faculty/staff to attend a required active shooter training in a 90 minute training course. Dr. Lowery-Hart has requested that cabinet have the training first before its mandated for all employees. The emergency management team also presented the new AC notification system, which is offered by Everbridge. Mr. Austin requested the grants development office review potential funding options available from state agencies to assist with the cost of implementing this new system.</p>	
<p>Action Items:</p> <ul style="list-style-type: none">• Scott Acker will organize a President's Cabinet active shooter training for March 10.• Mark White will work with the grants development office to review grant funding options	
2. EMSI ALUMNI OUTCOMES AND GO RECRUIT	Witherspoon
<p>Mr. Witherspoon presented EMSI's newest offering, Alumni Outcomes and Go Recruit. Because of the new stringent rules on data sharing set in place by the Texas Workforce Commission, AC is using EMSI to gather employment and labor market data for our current and former students. Mr. Witherspoon is extending out the EMSI offerings to get graduates who transferred and got their bachelor's degree as well. This new EMSI offering will be an added component to the Program Review portion of the dashboard and will become a new requirement for program assessment. Mr. Austin will also use this offering within the communications portion of CRM and recruiting.</p>	
<p>Action Items:</p> <ul style="list-style-type: none">• Mr. Witherspoon will present the EMSI Alumni Outcome and Go Recruit program to the Board of Regents during their board retreat on April 18.	

3. ASPEN 150 APPLICATION	Lowery-Hart
Dr. Lowery-Hart reviewed the Aspen 150 application with cabinet. The application and supplemental materials will be printed and sent to all supervisor positions on campus by the end of March. Dr. Lowery-Hart has requested that each cabinet member work with the employees in their division to understand and learn the AC theory of change, AC values, and AC mission statement by the Fall 2020 general assembly in September.	
Action Items: <ul style="list-style-type: none"> Mr. Ball will work with his department to print the Aspen 150 application and supplemental materials by the end of March. 	

4. OTHER DISCUSSION	Cabinet
Mr. White discussed the realignment of the grants development office, which will now report to Mr. Sherrod. The office of Grant Management will continue to report to Mr. White. Grant Accounting will continue to report to Mr. Sharp.	