

PRESIDENT'S CABINET MEETING

March 3, 2020

MINUTES

CALLED TO ORDER

9:05 am

ADJOURNED

11:45 am

MEMBERS PRESENT

Bob Austin; Kevin Ball; Tamara Clunis; Cara Crowley; Russell Lowery-Hart; Joe Bill Sherrod; Chris Sharp; Denese Skinner; Mark White

MEMBERS ABSENT

Cheryl Jones

OTHERS PRESENT

Joy Brenneman; Becky Burton; Frank Sobey

DISCUSSION:

1. CORONAVIRUS	Cabinet
<p>Ms. Skinner, Mr. Ball, and Mr. Sharp met with the emergency management team to discuss the college's response to the coronavirus. They discussed policy on absences, plans for making up course work, online classes, sick leave, working from home, virtual meetings, telemedicine, etc. and AC's culture of caring. They are meeting with the health department and city of Amarillo on Friday. PBS will be hosting a panel discussion.</p> <p>Cabinet talked through this issue and determined the following actions at this time:</p> <ul style="list-style-type: none">• Encourage faculty, staff, and students to follow CDC recommendations for hand washing, etc.• Ramp up custodial cleaning and disinfecting of public spaces and provide additional hand sanitizing stations.• Classes will not be cancelled but faculty will be advised to be ready to move classes to blackboard and teach online. <p>Amarillo College is monitoring the situation and Communications and Marketing will send out targeted notices specific to faculty and staff, students, or the community. The college is working on a plan to keep the campus open and Communications and Marketing will continue to provide updates.</p> <p>The A&M system is discouraging international travel for students so AC is still waiting on a decision regarding the trip to Poland.</p>	
<p>Action Items:</p> <ul style="list-style-type: none">• Mr. Ball will finalize the notices and have them sent out after Cabinet approval.	

2. GATES AGENDA	Lowery-Hart
<p>Ms. Crowley provided a proposed agenda for the Gates consultants' visit to the college next week. They are coming to observe so she has aligned their meetings with the Achieving the Dream meetings already scheduled and adding a few others that were requested. Ms. Crowley has set meetings for the different cabinet areas and will get appointments calendared. Ms. Skinner will find a student to help with a tour of the campus and a group of five student leaders to meet with the consultants. This will include students who have received tutoring and students from the ARC. Someone from Achieving the Dream may want to sit in on that as well.</p>	

The students will be given gift cards for their participation and Ms. Crowley will obtain those.

The Gates consultants' main purpose is to observe Amarillo College to see what transformational change and leadership look like.

Action Items:

- After her discussion with the Gates consultants, Ms. Crowley will finalize the agenda and send it to Cabinet.

3. ASPEN CALL

Lowery-Hart

Dr. Lowery-Hart thanked the Cabinet members who participated in the Aspen call. There are several Texas schools in the top 30 and he expects Alamo will have one school in the top 10. Cabinet discussed the fact that AC is considered a rural community college and the narrative should include this and the fact that the college scales programs and processes to the entire student population. The power of the Amarillo College story is that it does not take 10 years to create change.

Action Items:

- None

4. BRAGGING ON EMPLOYEES

Cabinet

- Ms. Crowley, Joe Bill Sherrod, & Dr. Clunis – Sadie & Catherine for their work on the data analytics presentation for AtD, the booklet done for the ACF, and work on Perkins
- Mr. Austin – the PLI team (Ruth DeAnda, Kyle Arrant, Jordan Herrera, Amanda Wheeler) that led recent interviews and did a super job
- Ms. Crowley – Shane Hepler for the web platform he built for PLI to collect their data and Dr. Lowery-Hart for providing \$10,000 from the Fidelity Grant for PLI to implement their plan
- Dr. Lowery-Hart – Ray Newburg for his work on the Cody Hodge one-act play festival
- Dr. Lowery-Hart – Lisa Gray for stepping in and helping with the Board meeting in Joy's absence
- Dr. Lowery-Hart – DeWayne Higgs for his presentation on the Coding Academy at the Board meeting
- Mr. White – Becky Burton and Jennifer Ashcraft for the report on the HSI STEM grant

Mr. Ball announced that Communications and Marketing won 11 new awards. These will be announced on social media.

5. OTHER DISCUSSION

Cabinet