

**PRESIDENT'S CABINET MEETING**  
**June 8, 2021**  
**MINUTES**

**CALLED TO ORDER**

9:05 a.m.

**ADJOURNED**

10: a.m.

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Cheryl Jones

**OTHERS PRESENT**

Joy Brenneman; Shane Hepler, Ernesto Olmos; Maria Juarez; Becky Burton; Sadie Newsome

**DISCUSSION:**

<b>1. BOARD ORIENTATION</b>	<b>Lowery-Hart</b>
<p>Dr. Lowery-Hart reminded everyone that he would be doing a Board Orientation with the two new regents, John Betancourt and Peggy Thomas following the Cabinet meeting. Mr. White will discuss policy and responsibilities. Mr. Sharp will review the budget process. Dr. Lowery-Hart will discuss the ACGM and WECM course guides that determine course offerings for the college, innovation, and No Excuses 2025. They will also tour the East and West Campuses.</p>	
<p><b>Action Items:</b></p> <ul style="list-style-type: none"><li>• None</li></ul>	

<b>2. COVID REFLECTIONS</b>	<b>Lowery-Hart</b>
<p>Dr. Lowery-Hart noted that he has learned that colleagues at other institutions have been gathering their teams to reflect on COVID to discuss what went well, what didn't go well, what should be kept, and how to proceed in the Fall. Some colleges were impressed that AC was able to keep the circle desk open and continue some in-person services with protocols in place. Also, Dr. Lowery-Hart and Ms. Crowley were interviewed by the HELP Senate committee this week. Amarillo College (Dr. Lowery-Hart) may be selected to provide testimony to the U.S. Senate on use of CARES funds and he will find out later this week.</p> <p>Things that went really well:</p> <ul style="list-style-type: none"><li>• Over-communication – Marketing found ways to keep everyone up to date and all messaging went through Communications &amp; Marketing. Students, faculty, and staff had one location to find what they needed. Lesson: maintain this level of communication and process.</li><li>• The Task Force got on the same page quickly and worked together as a unified team.</li><li>• Created a stepped plan and followed the plan, but maintained adaptability.</li><li>• Included others outside of Cabinet and created a safe place to collaborate.</li><li>• Gave each other grace and supported each other.</li><li>• Quick responses by IT and CTL.</li><li>• Those involved quickly learned about all departments; also, learned that processes are not as simplified as was thought.</li><li>• Provided and made decisions using AC data.</li></ul>	

- Leadership provided agility, clarity, transparency, and calmness and did not politicize the pandemic
- Good balance of people who were on campus to take care of student and staff needs.

#### Things that should stay permanent:

- Campus health reports for employees and students to answer questions and provide information for general health concerns.
- Public data.
- Move virtual Town Hall meetings to the President's page and continue these on a monthly basis (flattened the communication).
- Communication across silos.
- Online bookstore sales.
- Increase in student payments online. Students tried the technology and found that it worked great.
- Serving students at a distance was successful using virtual walk-ins, Zoom calls. Easier for students to use these services without having to come to campus for face-to-face meeting.
- Keep the tech-supported modality for some courses. Students liked the engagement without having to come to campus.
- Ensure new technology is mobile friendly.
- Electronic signatures.

#### Things that didn't work well:

- CTL and TIC had to become tech support for employees and students trying to work from home.
- Some employees and students did not have the knowledge or technology to work remotely
- Suggestion was made to create a centralized place during the new web design for instructions such as navigating AC Connect, making payments online.
- Virtual Student Life.
- Recreational Sports.
- Building usage – need more flexible spaces.

#### Suggestions related to testimony in DC:

- Policy shifts that help student move forward, for example PELL for short-term credentials; doubling PELL.
- Broadband and technology for all including ongoing costs for personal equipment.
- Childcare.
- Transportation for all – free and reliable.
- Mental health issues and challenges – students embraced online counseling more than face-to-face.
- Widen the use of Perkins funds to make these allowable costs.
- Change the requirements and limitations on these funds to be applicable to community colleges rather than universities.

#### Challenges for re-opening in the Fall:

- Finding the sweet spot between online, tech-supported, and face-to-face.
- Increasing online STEM course offerings.

#### How did you manage yourself in COVID?

- View challenges as sprints, not a marathon, and handle them as they came along.

<ul style="list-style-type: none"> <li>• Be proactive and put things in place to be prepared to come back.</li> <li>• Tested protocol, refined it, then put it in place.</li> </ul>
<b>Action Items:</b> <ul style="list-style-type: none"> <li>• None.</li> </ul>

<b>3. OTHER</b>	<b>Cabinet</b>
<b>Action Items:</b> <ul style="list-style-type: none"> <li>• None</li> </ul>	