

Deans Council
Minutes – November 14, 2019
Ware Student Commons, 1:30 pm – 3:30 pm

Members Present: Frank Sobey, Becky Burton, Edie Carter, Jeannie George, Carol Buse, Linda Munoz, David Hall, Tina Babb, Becky Easton, Renee Vincent, Toni Gray, Daniel Esquivel, Toni Van Dyke

Others Present:

Members Absent: Tamara Clunis, Kim Crowley

Updates

Deans were asked to remind their full-time classified and administrators to respond the calendar invite for the Academic Affairs meeting taking place on November 25, 2019.

Pigeon hole homework is due before Thanksgiving. Academic Deans that report to Becky Burton need to submit their TP1 goals and 2017 FTIC initiative before Christmas break.

Course Substitutions

Be mindful to offer courses in a timely matter to keep students on the path. This will alleviate the need for excessive course substitutions. Additionally, deans were asked to help ensure consistency with course substitutions.

Travel

Reminder there is a new travel policy in place. The new policy requires itemized meal receipts. If the traveler is unable to provide an itemized meal receipt then they will need to take a picture of the menu and circle/write down what they ate.

Be mindful of the cost of the meals. If the conference is providing breakfast, lunch, or dinner then AC will not reimburse the cost of the meal provided if the traveler chooses not to eat at the conference. This is because the conference fees include the cost of the meals in advance.

Vehicle rentals are limited to compact/standard/intermediate vehicle classes unless a business need requires a larger class of vehicle. An example of a business need would include 4 or more travelers in the same vehicle.

Achieving the Dream

Achieving the Dream will be closely with Amarillo College. A small team from ATD will be on campus next week to meet with deans and select chairs, coordinators, and faculty to discuss guided pathways.

Texas Pathways Action Plan

Deans discussed the action plan for Texas Pathways. Next Texas Pathways Institute #2 will be in April and the topic will be AEL.