

Advisory Board Meeting Meeting Minutes

March 2, 2020

I. Call to order

Daniel Esquivel called to order the regular meeting of the Advisory Board Committee at 12:15 p.m. on March 2, 2020 at Amarillo College Hinkson Memorial Campus.

II. Roll call

The following persons attended: Wade H., Carolyn W., Candice S., Mike S., Mal M., Daniel E.

III. Approval of minutes from last meeting

The minutes for November 5, 2019 were accepted. Wade H. 1st; Carolyn W. 2nd.
Motion passed.

IV. Open issues

- a) Enrollment is up this Spring 2020. Registration for Summer and Fall 2020 begins April 4, 2020. Beginning Fall2020 we will be registering students for a full year.
- b) CNA would start January 21, 2020. We continue to wait for the accreditation letter.
- c) We will be having Nursing this coming Fall. Bethany with Frank Phillips will be here March 4, 2020 to discuss the ins and outs of the Nursing program. (Tour of room #135)
- d) AC will be working on the Continuing Education department. AC will be focusing on construction trades, building trades, concrete work, electricians, plumbing, HVAC, and appliance repair.
- e) Staffing updates – Hereford has two employees out on FMLA.
- f) Budget 2021 is in the works. We have added in for a couple of new positions. We have also included monies for a lease. We will, if possible, try to lease space at the new community center once it is finished. We are needing additional space.

- g) SACSCOC Accreditation Review is coming up in 2022. This is the review that we have to endure every ten years that gives us our accreditation. Two committees will be visiting the campus as well for review. The data will be shared with the Advisory Board Committee as well.
- h) Continuing Education will be offering computer courses for beginners here at AC Hereford starting March 23rd.
- i) We also want to offer a Job Readiness class for free. The class is to learn how to prepare a resume, how to dress for an interview. Should we make this a mandatory course? We will also be practicing mock interviews and would appreciate the board assisting with these.

V. New business

- a) Candice said that she and another person are on call at 4:00 p.m. everyday for the CDC update. There is not reason for concern at this time.
- b) Daniel – Animal Science will be added to the curriculum.
- c) Mike – UMC is partnering up with Texas Tech HSC. We need to be in a position to partner up.

VI. Adjournment

Daniel Esquivel adjourned the meeting at 1:15 p.m.