

PRESIDENT'S CABINET MEETING

March 8, 2022

MINUTES

CALLED TO ORDER

9:05 a.m.

ADJOURNED

10:41 a.m.

MEMBERS PRESENT

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

MEMBERS ABSENT

OTHERS PRESENT

Toni Van Dyke

DISCUSSION:

1. COVID TASKFORCE	Skinner
Ms. Skinner proposed the Covid Taskforce stop meeting due to the decline of covid positive students, faculty, and staff. The end of this week makes two years' worth of Covid data.	
Action Items: <ul style="list-style-type: none">• Covid Taskforce will stop meeting until a need arises.	

2. LEADERSHIP RETREAT COMMUNICATION	Lowery-Hart
Dr. Lowery-Hart, Dr. Clunis, Ms. Crowley, and Mr. McLees, will seek cabinet feedback on the retreat agenda after Spring Break. The retreat will focus on leading innovation, not people. Participants will leave with a deeper understanding of what Amarillo College is trying to accomplish. Attendees for the Leadership Retreat are chosen by cabinet members.	
Action Items: <ul style="list-style-type: none">• Dr. Lowery-Hart will email participants after Spring Break.• Cabinet members will have their selected participants save the date on their calendars.	

3. ADVISING STUDENT LIFECYCLE	Skinner
Ms. Skinner went over the first draft of the advising student lifecycle with Cabinet. The goal of the advising cycle is to define the process and ensure employees know the process. Ms. Becky Burton, Mr. Todd McLees, Ms. Cassie Montgomery, Mr. Ernesto Olmos, and Ms. Denese Skinner reviewed the draft ahead of time and offered advice. Mr. Todd McLees challenged the team to look at alums to see how they were doing. Dr. Clunis reminded the group that the advising module is for all campuses.	
Cabinet advised that the advising cycle should define what we do, how we do it and be intentional.	
Action Items: <ul style="list-style-type: none">• Review at the Love X Learning Leadership Retreat.	

4. TRUCK DRIVING EXPANSION	LOWERY-HART
<p>The next Board of Regents meeting is being held at the East Campus instructional site. Dr. Lowery-Hart would like the Board to receive updates on the truck driving expansions and programs that will move over to the newly purchased Albertsons building. =</p> <p>Dr. Clunis reported four positions would post soon. Two truck driving instructors for Amarillo, one for Moore County, and one for Hereford. The truck driving program is estimated to double in size by the summer. Mr. David Hall is the contact for the Truck Driving program.</p>	
<p>Action Items:</p> <ul style="list-style-type: none"> • Dr. Clunis and Mr. Sharp will gather data for the Board meeting. 	

5. OTHER	Cabinet
<p>Dr. Lowery-Hart reported the travel agents' insurance company had done an extensive risk analysis to determine the safety of traveling to Poland. The analysis and the state department report indicated that Krakow, Poland is safe for travel.</p> <p>Dr. Clunis reported her meeting with Faculty Senate last week went well. During the meeting, they reviewed the Academic Affairs policy manual. Additionally, they talked about pay, stipends, assessment, professional development, and rank.</p> <p>The 2023 budget will be challenging due to raises. Cares funds will make it a little easier this year, but enrollment and retention need to increase.</p>	
<p>Action Items:</p> <ul style="list-style-type: none"> • None 	