

PRESIDENT'S CABINET MEETING
October 26, 2021
MINUTES

CALLED TO ORDER

9:15 a.m.

ADJOURNED

11:10 a.m.

MEMBERS PRESENT

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

MEMBERS ABSENT

OTHERS PRESENT

Joy Brenneman

DISCUSSION:

1. RESTRUCTURE IR	Crowley
<p>Ms. Crowley explained that Jarrod Madden has resigned from Institutional Research and Collin Witherspoon, Executive Director of IR, would like to restructure the department to make it more progressive and focused on predictive analytics rather than traditional IR. The position held by Mr. Madden will be restructured into a more analytics role. Michael Johnson's role, currently as a research associate, will be elevated to focus more on predictive analytics. He will continue his work on the dashboards. The college will benefit from these changes and see more significant outputs with increased usage of data. This will also allow the college to resume moving IR into a more entrepreneurial model which was paused during COVID. Mr. Witherspoon is working on job descriptions with Human Resources.</p> <p>The restructure will increase the salary budget slightly.</p>	
<p>Action Items:</p> <ul style="list-style-type: none">• None.	
2. FACULTY/STAFF RECEPTION FOR COMMENCEMENT	Lowery-Hart
<p>Will Ratliff is working on finding a sponsor for the Commencement reception. Linda Dominguez will be asked to help with this.</p>	
<p>Action Items:</p> <ul style="list-style-type: none">• None	
3. PAY RAISE UPDATE	Jones/Sharp
<p>Mr. Sharp explained that a 3% raise was included in the 2022 budget. In a presentation to the Board Finance Committee, he and Ms. Jones proposed a 3.5% across the board "cost of living" raise for all employees with an additional .5% (approximately \$250,000) available as a one-time merit payment to top performers. Part-time employees will receive the COLA raise but not be included in the merit payment. Total cost for this is \$1.5M. The last pay raise was in 2019 with the average being 2% and \$1,000. This year's evaluation process has just begun and will be used to determine the top performers who will be identified by supervisors and then selected by the Cabinet.</p>	

After discussion, the Finance Committee recommended a 3% across the board raise with an additional 1% put into the merit pool (approximately \$400,000) for top performers. This will allow more employees to receive the one-time merit payment. It was suggested that these merit payments could be tiered with the top 10% receiving a higher payment. The total compensation package is 4%.

Mr. Sharp and Ms. Jones will present this report during the Status Update tomorrow and will also discuss enrollment, CARES funds, and the two previous one-time compensations given to employees the last two years.

Action Items:

- None.

4. OTHER

Cabinet

Cabinet discussed ways to capitalize on the benefits at the college to support lower paid employees – time off, free tuition, etc. – in an effort to retain these employees as many companies are moving to higher minimum wages beginning at \$15/hour.

Cabinet also discussed ideas for future onboarding and cross-training of new employees.

Dr. Lowery-Hart reported on his trip to Austin to meet with TACC and members of the legislature. Community Colleges originally were to receive \$115M from the federal funds given to the State, but it was pulled and redistributed to universities when it got to committee. Attendees at the TACC retreat were divided between those wanting to continue with the current model of community college representation and those wanting to create a new model. Dr. Lowery-Hart will continue to be a part of those discussions. Amarillo College will continue to look for ways to partner with schools like Western Governor's for tech ed online training.

Brag Alerts:

Mr. White – Lisa Gray for her work with athletics.

Ms. Skinner – Danny Smith, always responsive, upbeat, and nice.

Mr. Sharp – Andrew Flores and the Bookstore Staff with their move out of and now back into the CUB.

Mr. Ball – Cindy Lanham for her help with recent hire.

Action Items:

- None.