

**PRESIDENT'S CABINET MEETING**  
**November 2, 2021**  
**MINUTES**

**CALLED TO ORDER**

9:08 a.m.

**ADJOURNED**

10:40 a.m.

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

**OTHERS PRESENT**

Joy Brenneman

**DISCUSSION:**

<b>1. VACATION ACCRUAL AND MAXIMUMS</b>	<b>Jones</b>
<p>Ms. Jones noted that there were 22 supervisors that did not approve time for their employees and 9 employees who did not submit their time. Ms. Jones noted that HR will go ahead and pay these employees this time; however, they will not continue to do so in the future.</p> <p>Ms. Jones stated AC's vacation accrual and carryover policy is very generous and suggested now might be a good time to make changes, since the college is rolling out new policy and pay schedules in January. Any changes would take effect September 1, 2022 and no one would lose any of their accrued vacation. She would also like to consider a lower cap for sick leave which is currently 960 hours.</p> <p>Cabinet discussed the fact that AC's generous benefits package has been a drawing card for potential employees, since the pay scale is often not competitive. It was mentioned that younger employees are more interested in higher salaries than benefits.</p>	
<p><b>Action Items:</b></p> <ul style="list-style-type: none"><li>• Ms. Jones will bring a proposal to Cabinet on vacation and sick time accrual once they have the numbers and will see if Colleague has the ability to cap accruals.</li><li>• Dr. Clunis asked that Ms. Jones also include information on the number of people affected.</li><li>• Human Resources will meet with departments to get feedback or alternatively meet with them after the fact to explain the changes.</li></ul>	
<b>2. FACULTY SENATE QUESTION</b>	<b>White</b>
<p>Cabinet discussed Mr. White's draft response to Faculty Senate regarding Title IX investigations.</p>	
<p><b>Action Items:</b></p> <ul style="list-style-type: none"><li>• Mr. White will make the suggested changes and send the response to Faculty Senate. Cabinet approved.</li></ul>	
<b>3. AMARILLO CHILDREN'S HOME</b>	<b>Lowery-Hart</b>
<p>Dr. Lowery-Hart met with Belinda Palacio, Executive Director for the Amarillo Children's Home. The home has about 62 foster children and they would like to partner with Amarillo College to</p>	

begin connecting these kids to AC. The last group who aged out did not go on to college. In the past, Melodie Graves was assigned to work with the Children's Home. Ms. Skinner stated that she will take on this project. She will ask Advising and Career Services to begin working with the Amarillo Children's Home directly.

**Action Items:**

- Ms. Skinner will report back to Cabinet on the progress of the project.

**4. NOVEMBER 30 BOARD MEETING**

**Lowery-Hart**

At the next Status Update, Dr. Lowery-Hart, Dr. Clunis, and Tina Babb will present a SACS update and Dr. Clunis will update the Board on the career accelerator programs. David Shapiro will have a presentation during the regular meeting.

**Action Items:**

- None.

**5. OTHER**

**Cabinet**

Dr. Lowery-Hart noted that the college is again in the top 150 of Aspen schools and there is an expectation that AC will apply again. There are advantages and disadvantages to doing so. College data is better over the last three years but advising, transfer, and data implementation have not yet been corrected. Advising is doing the work required but the structure needs to be implemented. There might be implications for the college with some of the foundations that partner with Aspen if we do not apply. There is also pressure from TACC for Texas schools to apply. This will allow TACC to use the applications for legislative campaigns in the next budget cycle. Last time 3 of the top 5 Aspen schools were from Texas.

Mr. Austin provided an update on the Fresh Start program. 1,000 students filled out the form and 250 enrolled. The college is working with the credit bureau to send a letter to those students whose debt has been resolved encouraging them to reach out to Amarillo College.

Dr. Clunis reported on the sprints for cloud computing and coding. They are going well with 100% retention in the cloud computing program. A couple of students dropped out of the coding academy. She noted that weekly feedback has been very helpful and that Todd McLees has met with every student.

Ms. Crowley stated that Marcella Bombardieri (author of the Atlantic article) will be on campus the week of November 15 to meet with Dr. Lowery-Hart and others. She works for the Center for American Progress in Washington, D.C. and wants to write a book about Amarillo College. Ms. Crowley will schedule appointments with those Ms. Bombardieri has asked to meet with at AC.

Ms. Skinner noted that the counseling center has been overwhelmingly busy. One counselor had 18 appointments in one day and there is a two-week waiting list now. There is more need in the community than there is help available. She is exploring options and will bring some ideas to Cabinet at a future meeting.

**Action Items:**

- Put Aspen application on the next Cabinet meeting agenda.