

**PRESIDENT'S CABINET MEETING**  
**September 28, 2021**  
**MINUTES**

**CALLED TO ORDER**

9:09 a.m.

**ADJOURNED**

11:15 a.m.

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

Joe Bill Sherrod

**OTHERS PRESENT**

Joy Brenneman

**DISCUSSION:**

1. ANTI-RACISM TRAINING	Lowery-Hart
<p>Cabinet provided feedback and reactions to the Anti-Racism training on September 20-21, 2021 by Bryan Hotchkins.</p> <ul style="list-style-type: none"><li>• Liked and appreciated what he had to say</li><li>• Was interactive and forced each table to discuss and report out</li><li>• Good participation</li><li>• Practical and real</li><li>• Policy audit information was well-illustrated</li><li>• Didn't come across as guiltig or angry</li><li>• The academic language was both a plus and a minus.</li></ul> <p>If to be included in the catalog for anti-racism training – concerns/suggestions</p> <ul style="list-style-type: none"><li>• He was very higher ed which will not work with some audiences.</li><li>• Know the audience and explain some definitions</li><li>• Use community college rather than university</li><li>• Replace protest videos with videos of our students and excerpts from <i>Living While Black</i></li><li>• Have him define and frame Critical Race Theory</li></ul> <p>The training could be included in the catalog but broken up into shorter time frames and presented to a select group of nominated employees.</p>	
<p><b>Action Items:</b></p> <ul style="list-style-type: none"><li>• None</li></ul>	

2. FACULTY QUESTIONS	Lowery-Hart
<p>Dr. Lowery-Hart and Cabinet walked through the most recent questions presented by the Faculty Senate and the responses. Questions related to Open Carry Legislation, timeframes for email responses from administrators, AC policies for off-campus locations, and the process for votes of no confidence were discussed. Dr. Lowery-Hart will provide the responses to the Faculty Senate Questions Committee which will then be disseminated to the faculty with the next Senate minutes.</p>	

**Action Items:**

- Dr. Lowery-Hart will draft the responses to the Questions Committee.

**3. ASPEN PRIZE IDEAS****Lowery-Hart**

Dr. Lowery-Hart reviewed the top ideas from General Assembly for use of the Aspen Prize money of \$100,000 and provided additional information.

- Employee scholarships for educational advancement beyond AC
  - An endowed fund would only generate about \$5,000/year and impact just a few employees.
  - Could be a project for future consideration.
  - Lowery-Hart will remind employees of the employee scholarships for AC classes at the Town Hall on Friday.
- Mental health counseling
  - Staff Care person/Corporate Chaplin or part-time counselor to connect with employees for the next 18 months (one-time cost, not renewable after the 18 months). Lowery-Hart can get a proposal for the cost. CARES or Scott funds might also be used for this.
  - Educate employees on what is currently available through the Employee Assistance Program which is covered by AC's insurance, self-help therapy assistance online, etc. There are links on the HR COVID page.
- Employee support classes on financial wellness, healthy cooking, parenting, stress, time and email management, and technology.
  - Create an endowed fund for continued training and food.
  - Integrate into General Assembly.
  - Provide classes and lunch.
- More interaction and fellowship between departments and campuses.
  - An endowed fund might provide funds for continued events.
  - Food and fun without an agenda.
- Christmas Bonus
  - A one-time bonus in December for full and part-time employees would only be \$66.00 gross.
- Food trucks and fountain drink machines on each campus.
  - Rotate food trucks for single events.
  - Fountain drink machines will be installed in the AC Café.
  - Installing fountain drink machines on other campuses would require staff to man and maintain them.

**Action Items:**

- Dr. Lowery-Hart will present these ideas at the Town Hall on Friday and create a poll to get additional input.

**4. SACS****Clunis**

Dr. Clunis reported that after a long conversation with the SACS Liaison, Amarillo College is in a good position but has some follow up work to do. The liaison stressed the importance for employees and students to know the formal process for student complaints if asked about this during the site visit. The report will be done by March 2022. A Board evaluation will need to be done prior to that time.

**Action Items:**

- Get the Board evaluation set up.

<b>5. FIRE ACADEMY</b>	<b>Clunis</b>
<p>The City of Amarillo has decided to create their own Fire Academy, although the college has been working with them for 6 months on a joint academy. The City's Police Academy works with AC' Criminal Justice Department and it is expected that the new Fire Academy will work with the college as well. AC's Fire program will continue to train students in the Panhandle outside the City of Amarillo. PRPC has decided to fund fire academy students as well as law enforcement students.</p>	
<p><b>Action Items:</b></p> <ul style="list-style-type: none"> <li>• None.</li> </ul>	
<b>6. CONVERSATIONS WITH THE PRESIDENT</b>	<b>Lowery-Hart</b>
<p>Conversations with the President have been scheduled with all of the non-academic areas. Dr. Lowery-Hart is wanting employee feedback on the Aspen award, the Scott gift, and to answer any questions people might have. These are informal conversations. He will meet with the academic departments in the Spring.</p>	
<p><b>Action Items:</b></p> <ul style="list-style-type: none"> <li>• Cabinet was asked to send additional ideas for these conversations to Dr. Lowery-Hart.</li> </ul>	
<b>7. WT TRANSFER PRIORITIES</b>	<b>Lowery-Hart</b>
<p>Dr. Lowery-Hart, and Dr. Brad Johnson and Dr. Neal Terry of WTAMU, have met to discuss transfer issues, social services, and AC student's fears of transferring to a university. They have determined where the break down is in applying AC credit to specific programs. Department chairs are denying core classes to apply to specific majors causing AC students to come in behind in the degree plans. Eight programs, including STEM fields and Education, have been identified with transfer problems and Student Affairs is working with WT advisors to fix these issues.</p> <p>Mr. Austin and Collin Witherspoon have met with WT and requested the information needed to create a predictive model for WT to identify student who will transfer and what they will need.</p> <p>Mr. Austin noted that it would be a good idea to apply for Aspen Initiative funds focused on transfer to work on these transfer issues.</p>	
<p><b>Action Items:</b></p> <ul style="list-style-type: none"> <li>• Mr. Ball will ensure that the President is informed about all partnership announcements before those announcements are made.</li> </ul>	
<b>8. TRUE GRANT &amp; SDF GRANT</b>	<b>Clunis</b>
<p>Dr. Clunis requested approval to seek funds through the THECB TRUE grant which are flow-through dollars from the governor and can range from \$50,000 to \$500,000. AC's grant would focus on career accelerator programs. It does require a 25% match which can be anything, including providing space. Cabinet approved this request.</p> <p>Dr. Clunis also requested approval to seek Skills Development Funds. Employers have benefitted from these in the past but are asking AC to seek the grants. The college doesn't make money on these as they just pay the instructor, and data collection and reporting is a big task. The first one would be for the East Campus for a wind energy company, GRI. East Campus will need support in collecting the data and Dr. Clunis will be responsible for identifying the person responsible for this. After discussion, Cabinet approved this request.</p>	
<p><b>Action Items:</b></p>	

<ul style="list-style-type: none"> <li>• None.</li> </ul>
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<b>9. ACCELERATE AMARILLO STATE OF THE CITY ADDRESS</b>	<b>Lowery-Hart</b>
The State of the City Address will be next Wednesday at 8:00 at Hodgetown and Dr. Lowery-Hart asked Cabinet to attend and join him for breakfast at Youngblood's at 7:00 if schedules allow.	
<b>Action Items:</b> <ul style="list-style-type: none"> <li>• None.</li> </ul>	

<b>10. LOCATION FOR AC FOUNDATION</b>	<b>Cabinet</b>
Cabinet discussed possible temporary locations for the additional AC Foundation staff when the CUB 2 <sup>nd</sup> floor opens back up as there is not enough space for everyone. Eventually, they would like to convert Badger Corner into ACF offices but cannot do that until the Student Services Center has been renovated for Student Activities. Until that time, Badger Corner is heavily utilized for student meetings and activities.	
<b>Action Items:</b> <ul style="list-style-type: none"> <li>• None</li> </ul>	

<b>11. OTHER</b>	<b>Cabinet</b>
None.	
<b>Action Items:</b> <ul style="list-style-type: none"> <li>•</li> </ul>	