

PRESIDENT'S CABINET MEETING
February 6, 2024
MINUTES

CALLED TO ORDER

9:05 a.m.

ADJOURNED

10:05 a.m.

MEMBERS PRESENT

Bob Austin, Kevin Ball, Mark White, Cheryl Jones, Joe Bill Sherrod, Dr. Tamara Clunis

MEMBERS ABSENT

Chris Sharp, Denese Skinner, Dr. Frank Sobey

OTHERS PRESENT

Shane Hepler

Carolyn Leslie – Recorder

DISCUSSION:

1. EVERGREEN SOLUTIONS UPDATE	Jones
<p>Cheryl Jones updated the Cabinet on the schedule for Evergreen Solutions Consulting conducting employee meetings at Amarillo College Thursday, February 8, 2024, and Friday, February 9, 2024. Ms. Jones asked Cabinet to let their full-time employees know of the meetings scheduled, and the content that will be presented. Employees will be able to attend an orientation meeting, where an overview of the company goals will be given. An explanation of the compensation study will be presented, including the process going forward. A job analysis tool will be sent to the full-time employees for them to give feedback on their job duties. Each analysis will be evaluated by Evergreen Solutions to help them complete their compensation study. Employees may also attend a focus group for their specific job classification. This meeting will allow employees to give feedback on their responsibilities, current pay system, and thoughts on Amarillo College's strengths and areas of improvement. Survey Monkey will be sent to all full-time employees to complete, and will include the same topics discussed in the Focus Groups.</p>	
<p>Action Items:</p> <ul style="list-style-type: none">• Cabinet will meet with Evergreen Solutions at 11:00 a.m. on Thursday, February 8th.	
2. IT UPDATE	Hepler
<p>Chief Information Officer, Shane Hepler, reported to the Cabinet concerning the cost of updating the audio-visual equipment in the Palo Duro room. Mr. Hepler gave Cabinet members a handout of specific costs of the equipment improvements. The Board of Regents members have expressed concern over not being able to hear presenters at the board meetings. Improvements needed include microphones, speakers, and new screens. Removal of old audio-visual equipment and installation of the new equipment will take 2-3 weeks and will be scheduled at the beginning of the summer. Cabinet made further recommendations as to additional equipment, placement of screens, and speakers.</p>	
<p>Action Items:</p> <ul style="list-style-type: none">• Mr. Hepler will update the cost handout sheet.• The revised cost will be taken to the Finance Committee for approval.	
3. STRATEGIC HORIZONS NETWORK COLLOQUIUM, AI FOCUS	Austin
<p>The Strategic Horizons Network Colloquium was held January 26, 2024. Good feedback was given concerning the conference speaker. The Amarillo College faculty have been using AI since the fall,</p>	

and have attended other conferences on this subject. They will continue developing the use of AI to be even more productive in their teaching.

Action Items:

- No action was taken.

4. COMMISSIONER KELLER HB8 PROPOSED RULES OVERVIEW	Austin
Denese Skinner sent a memo to the Cabinet as to the Texas Coordinating Board's payment of student completion based on HB8. The Cabinet discussed how community colleges will either be paid for a student completing 15 hours or receiving a degree, but they won't be paid twice for the same student. Cabinet will have further discussion on this item.	
Action Items:	
<ul style="list-style-type: none">• No action was taken.	

5. STUDENT OUTCOMES DATA REPORT FOR FEBRUARY BOARD MEETING	Austin
It was suggested by cabinet that a report be given to the Board on the CCSSE, Community College Survey of Student Engagement, and SENSE, Survey of Entering Student Engagement. Bob Austin will speak to Denese Skinner about this.	
Action Items:	
<ul style="list-style-type: none">• No action was taken.	

6. PRISON EDUCATION PROGRAMS	Clunis
Dr. Clunis reported that the Clements Unit has 40 students taking classes, which is the largest class of students so far. There is one dedicated instructor for this group of students. Twelve degrees have been approved including General Studies for this program. The students can take as many general studies classes as they would like. Nine students made the Dean's List. Bob Austin congratulated Dr. Clunis for the work she and her team have done with this program.	
Action Items:	
<ul style="list-style-type: none">• No action was taken.	

7. TEXAS SUCCESS CENTER LEADERSHIP ACADEMY	Austin
Denese Skinner sent Cabinet an email about this academy. The pilot has been a great success. Texas Success Center Leadership Academy is looking for one or two nominations from each campus to attend. It is designed to give people a larger picture of the work in the Texas Success Center and concentrates on workforce and completion. This will also give a good picture as to how other schools do this. The middle of February is the deadline for nominations.	
Action Items:	
<ul style="list-style-type: none">• If Cabinet has employees they would like to have participate, they need to let Ms. Skinner know as soon as possible.	

8. OTHER DISCUSSION	Cabinet
<ul style="list-style-type: none">➤ Joe Bill Sherrod reported that the beginning of Badger Baseball Season on February 2nd and February 3rd went well. The VIP reception also went well, and members of the Board of Regents attended the activities.➤ Wednesday night February 7, 2024 is the Love Our Donors Event. This is a Valentine Day event to say thank you to the donors who were very generous this last year in their giving to Amarillo College.	