

# PRESIDENT'S CABINET MEETING

June 21, 2022

## MINUTES

### **CALLED TO ORDER**

9:08 am

### **ADJOURNED**

11:16 am

### **MEMBERS PRESENT**

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

### **MEMBERS ABSENT**

Kevin Ball

### **OTHERS PRESENT**

Toni Van Dyke; Todd McLees; Edie Carter; Whitney McGilvray; Craig Clifton

### **DISCUSSION:**

<b>1. STEM Trailer</b>	<b>Clunis</b>
<p>Dr. Clunis, Mrs. Carter, and Mr. McLees presented a PowerPoint on a request to purchase a STEM trailer. The STEM trailer has been in research for over a year. 76% students between 11-17 do not know what engineers do for work. Currently there is only one STEM trailer in the State of Texas.</p> <p>Mr. McLees shared the STEM trailer is a strong outreach component to attract potential students and their families to the STEM field. The trailer cost is estimated at \$600,000-\$700,000, plus additional costs to purchase a truck to pull it. Additionally, the trailer would allow faculty and technology to go directly the student. It continues to struggle to get STEM students to consider AC.</p> <p>A few of Cabinets concerns are:</p> <ul style="list-style-type: none"><li>• Annual upkeep cost of equipment</li><li>• Annual upkeep cost of technology</li><li>• Annual cost of fuel</li><li>• Annual cost to staff trailer</li></ul>	
<p><b>Action Items:</b></p> <ul style="list-style-type: none"><li>• Dr. Clunis will put together a business plan with an ROI</li></ul>	

<b>2. PRISON EXPANSION</b>	<b>Clunis</b>
<p>Dr. Clunis shared Amarillo College has submitted a request to teach online courses at four different prisons. This will alleviate the issue of instructor shortages. Laptops would be given to inmates to allow them to study online. The laptops would not have internet capabilities and are unbreakable. Cabinet discussed how the expansion would impact the Student Services Department, Financial Aid Department, Advising Department, etc. Dr. Clunis reported hiring a director to oversee prison engagement?</p>	
<p><b>Action Items:</b></p> <ul style="list-style-type: none"><li>• Dr. Clunis will setup an appointment for Bob Austin, David Hall, and others to discuss logistics.</li><li>• Dr. Clunis will provide a formal budget to Cabinet regarding the prison expansion.</li></ul>	

<b>3. CHIEF ACKER</b>	<b>Cabinet</b>
Chief Acker shared the different types of Active Shooter training his officers have completed and future training they will complete. Discussion took place regarding chain of command and communication during an active shooter situation.	
<b>Action Items:</b> <ul style="list-style-type: none"> <li>Chief Birkenfield, Chief Acker, Dr. Lowery-Hart, and Chris Sharp will meet to discuss communication between APD and AC Police in the event of an active shooter incident.</li> </ul>	
<b>4. CABINET PLAYBOOK</b>	<b>Acker</b>
Chief Acker shared the updated Playbook with Cabinet for review. Each Cabinet member reviewed their role in the Playbook and provided feedback. Mr. White requested additional information regarding communication in the event students are away on travel.	
<b>Action Items:</b> <ul style="list-style-type: none"> <li>Chris Sharp will be the backup to Dr. Lowery-Hart</li> </ul>	
<b>5. STRATEGIC HORIZONS</b>	<b>Lowery-Hart</b>
Denese Skinner shared her takeaway from Strategic Horizons to continue focusing on engagement and happiness.	
<p>Bob Austin reported that the event theme discussed poverty challenges that surround students and noted AC's focus should include positivity towards students. A majority of AC students are at risk for graduation, but instead of being doubtful the college should encourage students to focus on how they have already overcome so much and that they can overcome college challenges. Also, AC should continue to help "Maria" find her own power and the supports in place to help her continue to overcome challenges and to be intentional to get people to start thinking in a positive matter.</p> <p>A focus on empowering employees to pilot projects to improve job duties/performance will be presented at General Assembly. Dr. Lowery-Hart is thinking through a structure that would allow employees to bring their babies to work without providing an actual space for that possibility.</p> <p>The next Strategic Horizons conference will in New Orleans in June 2024.</p> <p>Advising and the Math Tutoring Center have boards up for positivity.</p>	
<b>Action Items:</b> <ul style="list-style-type: none"> <li>Review structure on employees bringing their infants to work with an anticipated start date of Fall 2022.</li> </ul>	
<b>6. LOVE X LEARNING</b>	<b>Lowery-Hart</b>
The Love X Learning summit will take place June 22-24, 2022. TACC, ACCT, and several Universities will be in attendance, virtually and in person. Mrs. Lamons is handling the online portion of the event.	
<b>Action Items:</b> <ul style="list-style-type: none"> <li>None</li> </ul>	

<b>7. BOARD BUDGET WORKSHOP</b>	<b>Lowery-Hart</b>
Dr. Lowery-Hart asked Cabinet to think about what items they would like to add to the agenda. Mr. Sharp will present the different scenarios for 2022-2023 raises and merit payments.	
<b>Action Items:</b> <ul style="list-style-type: none"> <li>• Mrs. Jones will present faculty compensation</li> </ul>	

<b>8. OTHER</b>	<b>Cabinet</b>
No other discussion.	
<b>Action Items:</b> <ul style="list-style-type: none"> <li>• None</li> </ul>	