

**PRESIDENT'S CABINET MEETING**  
**November 28, 2023**  
**MINUTES**

**CALLED TO ORDER**

9:05 a.m.

**ADJOURNED**

11:00 a.m.

**MEMBERS PRESENT**

Bob Austin, Kevin Ball, Tamara Clunis, Denese Skinner, Cara Crowley, Mark White, Joe Bill Sherrod, Cheryl Jones, Chris Sharp

**MEMBERS ABSENT**

**OTHERS PRESENT**

Dr. Frank Sobey and Collin Witherspoon  
Carolyn Leslie – Recorder

**DISCUSSION:**

<b>1. HOUSE BILL 8</b>	<b>Witherspoon</b>
<p>Collin Witherspoon gave a presentation to the Cabinet of the new Formula Funding Model based on success points as determined by the Texas Higher Education Coordinating Board.</p> <p>Mr. Witherspoon will also give a presentation to the Board of Regents at the January 23, 2024 meeting. Formula Funding for Community Colleges is based on a base tier, transition tier, or performance tier. Amarillo College is receiving 100 percent of funding through the performance tier because of a 35 percent increase in performance.</p> <p>Mr. Witherspoon presented information to the cabinet on how Amarillo College earns points for funding. Once a student at Amarillo College receives fifteen hours of dual credit, the college receives a point for that student. When a student receives 15 semester credit hours and transfers to a Texas university, AC receives a point for that student. Additional percentages of points can be given for students who are academically disadvantaged, economically disadvantaged, or an adult learner which is a student age 25 or older. Mr. Witherspoon discussed with cabinet other categories in which Amarillo College can receive points for students. He explained how much funding Amarillo College receives for student outcomes and the rate of payment from the Coordinating Board.</p> <p>Mr. Witherspoon will also be working on a Financial Effectiveness Dashboard. This will have several layers, including the information that was presented to the Cabinet on funding of student outcomes. The spring dashboard will reflect everything that happened in the Fall and will include vital information for the annual budget process.</p>	
<p><b>Action Items:</b></p> <ul style="list-style-type: none"><li>• Mr. Witherspoon will give a presentation on student outcomes and rate of payment from the Coordinating Board at General Assembly scheduled for February 2, 2024. This presentation will help everyone employed at Amarillo College understand what the college's goals are, and why student outcomes are very important.</li></ul>	
<b>2. IR WAREHOUSE DEVELOPER POSITION</b>	<b>Crowley</b>
<p>Cara Crowley discussed how the Institutional Research department needs more employees to keep up with the demand of providing necessary data to the college and reporting agencies. Ms. Crowley requested that the cabinet vote on allowing Collin Witherspoon to hire a warehouse developer</p>	

specifically to work with on data collection for grants, Innovation Outpost's Sales Force software, and other projects as needed in IR.	
<b>Action Items:</b> <ul style="list-style-type: none"> <li>• Dr. Clunis made a motion for cabinet to approve the position of Warehouse Developer for Institutional Research. Cheryl Jones seconded the motion. All voted in favor of Mr. Witherspoon hiring the new position.</li> </ul>	
<b>3. STAFF COUNCIL</b>	<b>Skinner</b>
Denese Skinner reported to cabinet that AC employees are going to Faculty Senate to express their grievances with the college. Members of Faculty Senate asked if they are to represent staff as well as faculty. The purpose of Faculty Senate and Staff Council is to help meet the overall goals and strategic plan of the college. Their purpose is not to litigate personal personnel problems.	
<b>Action Items:</b> <ul style="list-style-type: none"> <li>• Cabinet members will speak with their department heads and remind them to instruct their employees to continue to follow the procedures in place, which are to follow the chain of command for problems or grievances.</li> </ul>	
<b>4. CABINET DISCUSSION</b>	<b>Cabinet</b>
Chris Sharp discussed the audit that will be presented to the Board of Regents at their regularly scheduled meeting on November 28, 2023. There were no findings on this year's audit. Roger Tovar from Whitley Penn will give a PowerPoint presentation to the Board.	
The Cabinet reaffirmed that the 2.5% fringe benefit was permanently discontinued on August 19, 2023 with a one-time 2.5% addition to the salaries of all current employees.	
<b>Action Items:</b> None	