

PRESIDENT'S CABINET MEETING
January 7, 2025
MINUTES

CALLED TO ORDER

8:30 am

ADJOURNED

9:25 am

MEMBERS PRESENT

Bob Austin, Kevin Ball, Denese Skinner, Chris Sharp, Joe Bill Sherrod, Dr. Frank Sobey, Mark White

MEMBERS ABSENT

OTHERS PRESENT

Ally Greenwood, Executive Assistant, recorder

DISCUSSION:

1. Tuition and Fee Freeze 2025-2026 and 2026-2027	SKINNER
Ms. Skinner raised the topic of the tuition freeze with cabinet. Cabinet discussed.	
<ul style="list-style-type: none">	
2. 2025 – 2026 Academic Calendar	AUSTIN
Mr. Austin discussed the 2025 - 2026 Academic calendar noting that the college is starting this spring a week earlier than normal. Mr. Austin added that he was provided a draft of the AISD calendar, and that Amarillo Colleges matches their Christmas and Spring Break perfectly.	
Mr. Ball moved to accept the calendar as presented, Mr. White seconded. Motion passed unanimously.	
<ul style="list-style-type: none">	
3. Proposed Addition to Section 6.2 of Employee Handbook	WHITE
Mr. White explained that SB 17 requires language in the handbook stating that individuals may face disciplinary action for non-compliance with SB 17. He stated that this verbiage has been added and noted that similar language, as mandated by the statute, will be included in the purchasing manual for vendors. Mr. White asked Mr. Sharp to inform him once Tray Kepley makes the update, Mr. Sharp agreed. Additionally, Mr. White stated that this change will need to be documented for historical records. Mr. Austin moved to approve the handbook update to Section 6.2, Mr. Ball seconded, and the motion passed unanimously.	
<ul style="list-style-type: none">Mr. Sharp will let Mr. White know when the purchasing manual has been updated with the new language.	
4. Proposed Apartment Agreement with Llano Real Estate Group	SHARP
Mr. Sharp shared that a real estate group approached the college with a proposal involving the properties on Polk, with an idea to partner with Amarillo college and convert the properties to student housing. Cabinet discussed, concluding that the college would decline a partnership but advertise the housing if the real estate group decides to proceed independently.	
<ul style="list-style-type: none">Mr. Sharp and Mr. White will be meeting with the Athletics Director to discuss Cabinet's decision.	

5. Budget Timeline 2026	SHARP
Mr. Sharp presented the budget timeline for 2026 and asked for feedback from the Cabinet. Cabinet agreed that the timeline looked to be in line with prior years. Mr. Sharp noted it's important all areas of the college adhere to the timeline. Dr. Sobey expressed confidence that Academic Affairs can meet this year's schedule.	
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6. President's Onboarding Preliminary Plan	BALL
Mr. Ball presented to cabinet a preliminary onboarding plan for Dr. Conner. Cabinet discussed and agreed to refine the plan during next week's cabinet meeting. Ms. Skinner thanked Mr. Ball for compiling the document and stated that Cabinet needed to come up with a two-month plan that could be adjusted based on Dr. Conner's input.	
• Cabinet will meet to refine this plan next week.	
7. Other Discussion Construction East Campus Signage	CABINET
Mr. Austin provided an update on the ARC, noting that construction has impacted foot traffic. Mr. Sharp stated he requested an updated schedule from Tim, which he is expecting to receive soon. Mr. Austin also shared that sound dampening devices have been installed in the Enrollment Center, such as felt and sound clouds in the ceiling, which have effectively eliminated the echoes the center was experiencing.	
Mr. Sherrod discussed delays with the East Campus signage but that the issues are being addressed.	
Action Items:	