

PRESIDENT'S CABINET MEETING

April 08, 2025

MINUTES

CALLED TO ORDER

9:04 am

ADJOURNED

10:42 am

MEMBERS PRESENT

Bob Austin, Kevin Ball, Dr. Jamelle Conner, Chris Sharp, Denese Skinner, Dr. Frank Sobey, Mark White

MEMBERS ABSENT

Joe Bill Sherrod

OTHERS PRESENT

Ally Greenwood, Executive Assistant, recorder

Amber Hamilton, Director of Student Life

Collin Witherspoon, Executive Director of Institutional Research

DISCUSSION:

1. STUDENT USE OF COLLEGE PROPERTY	WHITE
<p>Ms. Hamilton inquired about a class-related activity where students earn proceeds from items they produce in class, noting that while the college provides materials, students benefit directly. She sought guidance on policy compliance and whether such activities require approval from Student Life. Mr. White confirmed that they are allowed with proper approval and shared three relevant policies.</p> <p>Dr. Conner asked if faculty had been consulted previously. Ms. Hamilton noted that staff were only recently informed of the approval process. Mr. White clarified that policy doesn't need to change but the approval process should be clearly defined.</p> <p>Dr. Sobey stated students pay a lab fee, and Mr. White added that activities involving minimal college investment could be considered appropriate. Ms. Skinner agreed that activities tied to courses or clubs should be permissible.</p> <p>Dr. Conner asked Ms. Hamilton and Mr. White to draft a proposal and communicate to faculty that policies and procedures are under review.</p>	
<p>Action Items:</p> <ul style="list-style-type: none">• Mr. Austin, Ms. Hamilton, and Mr. White will collaborate on a proposal outlining the approval process and criteria for student sales.• Cabinet will review and clarify the process for granting student sales approval under existing policy.• Communication will be sent to faculty that policies and procedures are being reviewed and updated.	
2. SENSE REPORT	SKINNER/ WITHERSPOON
<p>Mr. Witherspoon presented the 2023 SENSE Report, which measures entering student engagement, and compares it to the CCSSE results. He noted that while AC scored slightly below the national cohort overall, it performed well in areas like face-to-face tutoring and group projects. The dashboard he created helps visualize trends and identify focus areas. Faculty began actively engaging with the data last fall, aligning improvement efforts with department-level strategies, especially around active</p>	

learning and collaboration. Ms. Skinner asked about action steps, and it was noted that the data is now being applied more intentionally, with future improvements planned over a three-year cycle. Dr. Conner emphasized its value in guiding strategic planning, and Mr. Witherspoon added that broader involvement—including advising and student life—is needed to maximize impact.

Action Items:

- Ms. Skinner will send the new 2024 data file to Mr. Witherspoon.

3. DEI ENVIRONMENTAL SCAN

SKINNER

Ms. Skinner gave an update on the DEI Scan.

Action Items:

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4. TABLE SPONSORSHIPS

SKINNER

Cabinet discussed the need to review the table sponsorships each area is responsible for each year so that everyone knows who pays and who is responsible for filling the tables.

Action Items:

- Ms. Greenwood will get with Ms. Arce and work on amending the Table Sponsorships spreadsheet.

5. APRIL BOARD MEETING

CONNER

Dr. Conner discussed that the forum for the regent candidates was scheduled for April 22nd; therefore, the board meeting needs to be moved. Dr. Conner reached out to the Executive Committee to propose that we have the meeting on Monday night.

Action Items:

- Ms. Greenwood will confirm with the Board that the meeting can move to Monday, April 21st.

6. Other Discussion

CABINET

Finance Committee Rescheduling
Board Retreat
Pantex
AISD

Dr. Conner discussed that the Finance Committee will be rescheduled for April 16th.

Dr. Conner shared that she is looking at scheduling the Board Retreat.

Dr. Conner shared that TACC sent an email regarding efforts to address the statewide nursing shortage. Dr. Sobey discussed a grant for which AC had applied and received funding. The proposal highlighted the role of the simulation center in supporting nursing education and addressing the nursing shortage.

Dr. Conner discussed that she met with AISD on how to partner going forward on topics such as dual credit and Thrive.

Action Items:

- Ms. Greenwood will look to move the finance committee meeting.
- Dr. Conner will work with the Board Chair to get a Board Retreat on the calendar for July.
- Dr. Conner will work to get a group from AC together with AISD for follow up discussions.