

**PRESIDENT'S CABINET MEETING**  
**September 10, 2024**  
**MINUTES**

**CALLED TO ORDER**

9:03 am

**ADJOURNED**

11:33 am

**MEMBERS PRESENT**

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

**MEMBERS ABSENT**

**OTHERS PRESENT**

Collin Witherspoon

**DISCUSSION:**

<b>1. TIMELY CARE ANALYSIS</b>	<b>Witherspoon</b>
Mr. Witherspoon discussed Timely Care and walked Cabinet through the utilization data and impact analysis. Cabinet reviewed the services that are being used the most, such as Medical and counseling support with female, first generation, and Pell-eligible students being the primary users. Mr. Sharp noted that the cost to the college is currently \$433 per student due to low usage, which raised the question if this is a service that needs to continue. Cabinet deliberated on which services are most effective and what alternatives might be utilized by the college to meet these needs if Timely Care is not renewed.	
<b>Action Items:</b> <ul style="list-style-type: none"><li>Cabinet will make a decision before December.</li></ul>	
<b>2. PERSONNEL CHANGES &amp; APPOINTMENTS FOR BOARD MEETINGS</b>	<b>Jones</b>
Ms. Jones discussed some small changes to the way personnel changes and appointments will be reflected for Board meetings.	
<b>Action Items:</b> <ul style="list-style-type: none"><li>Ms. Greenwood will utilize this process going forward for Board.</li></ul>	
<b>3. PERKINS EXCELLENCE FUNDING</b>	<b>Sobey</b>
Dr. Sobey brought to attention the successes that this CTE program is having with retention and completion rates. He further discussed how some students in this program are being supported through the Perkins Excellence funding and that this funding will end. Dr. Sobey asked about the possibility of using Scott funds to provide financial assistance and discussed possible long-term solutions for when the grant ends.	
<b>Action Items:</b> <ul style="list-style-type: none"><li>Dr. Sobey will present a request to the Foundation Board in October.</li></ul>	
<b>4. 4% RAISE - ADJUNCTS</b>	<b>Jones</b>

Dr. Sobey brought to Cabinet's attention a question related to how adjuncts will be impacted by the 4% raise. Ms. Jones discussed the current pay tables and stated that she would get with Evergreen for guidance.

**Action Items:**

- Ms. Jones will get with Evergreen.

**5. STUDENT CONDUCT DISCIPLINARY APPEALS COMMITTEE**

**Austin**

Mr. Austin discussed the need for a standing disciplinary appeals committee, similar to the financial aid appeals committee. Mr. Austin emphasized the importance of a fair and unbiased process. Mr. White moved to approve, subject to looking at dates and word submission. Mr. Ball seconded. Motion passed unanimously.

**Action Items:**

- Mr. Austin will talk with VPAA on recommendations.

**6. ID CARDS**

**Sobey**

Dr. Sobey discussed the topic of AC ID cards, noting that many faculty members have requested more detailed information on their badges. The simplified badge has become outdated, and due to old technology changing the format is difficult. Ms. Jones suggested bringing the employee ID badges only into HR to help with the load on the Enrollment Center.

**Action Items:**

- Ms. Jones will look at an employee solution.

**7. TALENT STRONG TEXAS PATHWAYS INSTITUTE #4**

**Sobey**

Ms. Skinner brought to attention the upcoming Talent Strong Texas Pathways Institute #4 conference and addressed the need for someone from Senior Leadership to attend. Cabinet nominated Mr. Austin, who agreed.

**Action Items:**

- Mr. Austin will go to the Conference.

**8. OTHER DISCUSSION**

Travel  
Moore County Campus  
Foundation Meeting

- Ms. Skinner brought up an inquiry on past travel. Cabinet discussed.
- Dr. Sobey discussed the Moore County campus leadership change.
- Mr. Sherrod wanted to remind everyone that the foundation meeting is tonight at the Amarillo Club.

**Action Items:**