

**PRESIDENT'S CABINET MEETING**  
**September 24, 2024**  
**MINUTES**

**CALLED TO ORDER**

9:01 am

**ADJOURNED**

11:45 am

**MEMBERS PRESENT**

Bob Austin, Kevin Ball, Denese Skinner, Cheryl Jones, Chris Sharp, Dr. Frank Sobey.

**MEMBERS ABSENT**

Joe Bill Sherrod, Mark White

**OTHERS PRESENT**

Heather Garcia, Assistant Director of Human Resources  
Tammy Coats, Director of Human Resources  
Francis Elders, Human Resources Specialist  
Jourdan Conley, Training and Internal Communications

**DISCUSSION:**

<b>1. MANAGER METHOD</b>	<b>Coats</b>
Cabinet participated in the first meeting on Manager Method. Ms. Coats gave an update that the next level is starting right now. Cabinet provided feedback that the modules were easy and straightforward. Ms. Coats presented Cabinet with scenarios related to imposter syndrome to discuss. Ms. Jones stated that Manager Method will be tailored to what relates to each individual group.	
<b>Action Items:</b> <ul style="list-style-type: none"><li>•</li></ul>	

<b>2. FIRST BANK SOUTHWEST CENTER CLEAR BAG POLICY</b>	<b>Sobey</b>
Dr. Sobey discussed that he has been informed about a clear bag policy that is in the works for the First Bank Southwest Center. Cabinet discussed the concerns for policing and implementing the policy. Mr. Sharp clarified that this policy would be for events only, not for the gym itself. Mr. Austin discussed the need for staffing up for the one-off tournaments. Cabinet discussed the need for clear messaging on door signage, the website, and updates to contracts so those renting the space know about the policy beforehand. Mr. Ball mentioned that the AC bookstore sells clear bags.	
<b>Action Items:</b> <ul style="list-style-type: none"><li>• Mr. Ball stated he would send that messaging out.</li></ul>	

<b>3. RANK PETITION PROPOSAL</b>	<b>Sobey</b>
Dr. Sobey discussed the proposed changes that he sent to cabinet on rank and tenure. Dr. Sobey stated that the faculty feedback session went well and that the biggest change is eliminating the requirement for additional education and additional hours to advance in rank. Dr. Sobey walked cabinet through the changes and stated this will encourage more people to apply for rank. Cabinet also discussed the need for a clear protocol for the rank and tenure committee to lead the applicant through if they are denied and wish to apply again in the future.	
Mr. Austin moved to approve the changes; Mr. Ball seconded. All were in favor and the motion passed.	

**Action Items:**

Dr. Sobey will review current protocols for applicants who are denied and will provide to Ms. Jones.

**4. AMARILLO OPERA****Skinner**

Ms. Skinner discussed a recent funding request from Amarillo Opera. Cabinet discussed the historical background on what AC has funded in the past. Ms. Skinner suggested paying this year, and Cabinet agreed.

**Action Items:**

- AC will provide funding this year.

**5. OTHER DISCUSSION**

Pathways Conference  
Thrive  
Evaluations  
Fire Academy First Burns in Tower  
Student Appeals Process  
Presidential Search

Ms. Skinner touched base with Mr. Austin on the upcoming Pathways Conference and expressed a need for those going together to make a plan. Dr. Sobey emphasized that the conversation should focus on Mr. Witherspoon's pathways fidelity report. Ms. Skinner asked about Becky Easton's deliverable, and Dr. Sobey stated he would check on that.

Ms. Skinner asked where we are on Thrive. Dr. Sobey stated that there will be a Thrive team huddle on October 1<sup>st</sup>.

Ms. Skinner mentioned that Evaluations are coming up and asked Cabinet members to have their own check-in conversations completed by October 15<sup>th</sup>.

Ms. Skinner reminded Cabinet that the first burns in the Fire Academy tower will be happening in the afternoon on Wednesday and Thursday of this week.

Cabinet had a conversation regarding the student appeals process.

Ms. Jones stated that on Tuesday, October 1<sup>st</sup>, the Presidential Search committee will meet to discuss the scoring of the initial set of applicants.

**Action Items:**