

## Committee Assignments 2024-2025

### \*Academic Technology Committee (ATC)

The Academic Technology Committee (ATC) is comprised of individuals representing the different academic and academic support areas of Amarillo College. This committee serves as a forum for identifying, evaluating, and resolving issues pertaining to Information Technology that supports academic programming. These positions are appointed, along with alternates, from the areas below:

#### Academic Representation: (6 representatives)

Academic divisional representatives will serve three-year rotating terms. Representatives will be appointed by the Vice President of Academic Affairs from their respective areas. These memberships will include the following:

Liberal Arts; STEM; Technical Education; Health Sciences

#### Academic Support Representation: (7 representatives – standing members)

Academic support representatives will serve as standing members of ATC as identified by their respective divisions. Term/expiration will be determined by the division. These memberships will include the following:

- Center for Teaching and Learning
- Continuing Education
- Hinkson Memorial Instructional Site (Hereford)
- Information Technology Services
- Library
- Moore County Instructional Site (Dumas)
- Student Affairs

#### Faculty Senate Representation: (1 representative)

#### Other Representation: (representatives identified and appointed as needed annually)

The following representatives will be appointed annually by respective committees to provide communication and networking as needed:

Administrative Committee of Technology; Vice President of Information Technology (ex-officio)

### Academic Representation

Jessica Hill, Health Sciences (2022-2026)  
Charles "Wade" Olsen, Technical Education (2024-2027)  
Lynne Kenney, STEM (2024-2027)  
Chris George, STEM (2024-2027)  
Brent Cavanaugh, Liberal Arts (2022-2026)  
Karen White, STEM (2024-2027)

### Academic Support

Alicia "Jill" Williams  
Dolores Arambula  
TBD  
Toni Gray  
Emily Gilbert  
Ernesto Olmos  
Ariana Tiroff, Chair

### Faculty Senate Rep

Pam Ortega

### Other

Kristin McDonald-Willey  
Terry Kleffman  
Shane Hepler  
Lori Petty

**\*Advisory Committees**

The two types of advisory committees are academic (including career and technical education) and other. In the State of Texas, academic advisory committees may be either general or program. A general advisory committee is intended to provide advice for a broad area such as a career cluster or group of programs. A program advisory committee is designed to provide expert advice for specific programs such as Dental Hygiene.

The role of advisory committees is to provide skilled information from professionals in the area of concern or improvement. The Functions of an advisory committee include: (1) evaluating the goals and objectives of the program curriculum; (2) establishing workplace competencies for the program occupation(s); (3) suggesting program revisions as needed; (4) evaluating the adequacy of existing college facilities and equipment; (5) advising college personnel on the selection and acquisition of new equipment; (6) identifying local business/industry leaders who will provide students with external learning experiences, employment, and placement opportunities; (7) assisting in the professional development of the faculty; (8) assisting in promoting and publicizing the program to the community and to business and industry; and (9) representing the needs of students from special populations. An advisory committee does not administer policy but assists, establishes, and/or directs policy. Advisory committees of existing programs must meet in person a minimum of one time a year and should, if possible, have a quorum present. During the development of new programs, advisory committees must meet in person at least twice and communicate throughout the development and approval process. Once the need for a program has been determined, the committee is formally established by the President's Cabinet.

Specific roles and requirements for academic advisory committees, especially advisory committees for career and technical education, are stipulated in THECB'S GIPWE. In addition, Amarillo College's **Advisory Committee Handbook** which amplifies the expectations for advisory committees is considered an official addendum to the Faculty Handbook along with a list of the committees. According to these requirements, each committee will consist of a minimum of five members chosen for their expertise in the program area and for their interest in promoting education for future employees in the area. The direct contact with the College is through the dean or department chair. Committee members will usually serve for a three-year rotating term. Each committee will designate a chair from among the external members and will meet at least once annually. Amarillo College faculty or staff attending meetings are not members of the committee and thus do not have voting rights on the committee. Input and recommendations of the committee members must be documented in minutes.

Advisory Committee Members and Minutes**Guidelines for Instructional Programs in Workforce Education GIPWE****Vice President of Communication and Marketing – Kevin Ball**

Panhandle PBS

**Interim Vice President of Academic Affairs –**

Frank Sobey

**Adult Education & Literacy**

Michelle Lamons – Community Link

**Hinkson Memorial Instructional Site-****Dolores Arambula, Dean**

Hinkson Memorial Advisory Committee

**Moore County Instructional Site- Renee Vincent, Dean**

Moore County Advisory Committee

**Health Professions – Kim Boyd, Dean**

Clinical Medical Assistant/Certified Nurse

Assistant/Patient Care Tech

Dental Hygiene

Medical Laboratory Technology

Nuclear Medicine

Occupational Therapy Assistant

Pre-Health

Physical Therapist Assistant

Radiation Therapy

Radiography

Respiratory Care

Sonography

Surgical Technology

**Nursing – Kimberly Crowley, Dean**

Vocational Nursing: Aaron Gann, Program Director

**Liberal Arts – Becky Easton, Dean**

Child Development/Early Childhood Education

English & Culture Studies

Education

Film

Graphic Design

Humanities & Languages

Music & Theater

Photography

Matney Mass Media

Religion

Speech/Communications

VFX

**Technical Education David Hall, Dean**

Aviation and Aerospace

Construction

Fire Protection

I and E (Industrial Maintenance, Instrument and

Control, and Electronics)

Logistics (Truck Driving)

Manufacturing (Machining, Nondestructive Testing, and Welding)

Renewable Energy (Utility Power Worker and Wind Energy)

Transportation (Auto Collision Repair, Automotive, Diesel Mechanics)

Criminal Justice Programs

Panhandle Regional Law Enforcement Academy (PRLEA)

Emergency Medical Services Professions

**STEM –Edythe Carter, Executive Dean of STEM and Academic Success**

Business Administration

Business Management

Business Technology

Computer Information Systems

Computer Networking/Cyber-Security

Drafting

Engineering

Mathematics

Legal Studies

Physical Sciences/Biology

**\*Assessment Committee**

Assessment at Amarillo College is facilitated by two sub-committees. The sub-committees which are primarily charged with proposing recommendations for assessments at AC are the Instructional Assessment Sub-Committee and the Non-Instructional Assessment Sub-Committee. These two sub-committees provide direction and coaching to AC faculty and/or staff regarding institutional effectiveness initiatives and student learning/service outcomes. Additionally, these two sub-committees provide direction to the Institution based on institutional and/or external evidence.

The sub-committees meet annually (as needed) to discuss integral institutional processes and to evaluate institutional assessment efforts. Members of the Instructional sub-committees are appointed by volunteering to serve on institutional committees in a process guided by the Faculty Senate. Should an adequate number of volunteers not be identified, the Director of Institutional Effectiveness will make additional appointee recommendations. Members of the Non-Instructional Assessment Sub-Committee are likewise accepted through a volunteer process and approved or appointed by the President's Cabinet.

Permanent members of both sub-committees include the Director of Institutional Effectiveness and Vice President of Academic Affairs. The Director of Institutional Effectiveness will serve as the recorder for both of these sub-committees.

The Instructional Assessment Sub-Committee will be co-chaired by the Associate Vice President of Curriculum, Planning, & Institutional Effectiveness and the Director of Institutional Effectiveness and the Non-Instructional Assessment Sub-Committee will be co-chaired by the Vice President of Student Affairs and the Vice President of Enrollment Management.

The Instructional Assessment Sub-Committee will be comprised of at least one program coordinator/dean/director from each of the instructional divisions (Health Sciences, Liberal Arts, STEM, and Technical Education). Faculty at-large will comprise the remaining members of the Instructional Assessment Committee.

The Non-Instructional Assessment Sub-Committee will be comprised of at least one member from each of the President's Cabinet areas. AC administrators and/or staff will comprise remaining members. Ex-officio members may include the Director of Institutional Effectiveness, Director of Library, Coordinator of Testing Services, and others as deemed appropriate by the Committee.

The Assessment Committee members will typically serve a three-year term. However, each committee chair may elect to grant another term to committee members who wish to extend their service.

**Permanent Members - Instructional**

Tina Babb, Instructional Sub Committee Co-Chair  
Elisa Alvarado, Instructional Sub Committee Co-Chair  
Frank Sobey (ex officio)

**Rotating Members - Instructional**

Delane McUne, STEM (2022-2026)  
Amanda Wheeler, STEM (2022-2026)  
Becky Matthews, Health Sciences (2023-2027)  
Robert Leuthen, Technical Education (2022-2026)  
Jessica Hill, Health Sciences (2022-2026)  
Adrine Harrell-Carter, STEM (2023-2027)  
Judith Carter, Liberal Arts (2022-2026)  
Tamra Rocsko, Health Sciences (2022-2026)  
Stefanie Decker, Liberal Arts (2022-2026)  
David Hall, Dean of Technical Education (2024-2027)

**Permanent Members Non-Instructional**

Bob Austin, Non-Instructional Sub-Committee Co-Chair  
Denese Skinner, Non-Instructional Sub-Committee Co-Chair  
Frank Sobey (ex officio)  
Erin Frey, Testing Services (ex officio)  
Elisa Alvarado (ex officio)  
Emily Gilbert (ex officio)

**Rotating Members Non-Instructional**

Becky Burton, Associate Vice President of Academic Services (2023-2026)  
Jamie Perez, Student Affairs (2022-2025)  
Garrett Eggleston, Communications and Marketing (2022-2025)  
Tammy Coats, Human Resources (2022-2025)  
Kelly Steelman, Enrollment Management (2022-2025)  
Mark Clark, Institutional Advancement (2023-2026)  
Jennifer Ashcraft, Strategic Initiatives (2023-2026)  
Tommy DeJesus, Information Technology (2023-2026)  
Lori Petty, Academic Affairs (2024-2027)  
Tiffany Oneal, Enrollment Management (2022-2025)  
Jeanette Nelson, Business Affairs (2024-2027)

**\*College Readiness Committee**

The College Readiness Committee brings together coordinators and department chairs to discuss issues that concern students and college readiness and to make recommendations to the Vice President of Academic Affairs. Members of the committee will serve two-year terms.

Permanent membership of the committee consists of:

- Associate Vice President of Academic Services
- Coordinator of First Year Experience
- Dean of Liberal Arts
- Dean of STEM
- Department Chair of English & Cultural Studies
- Department Chair of Math Sciences and Engineering
- Director of Adult Education
- Director of Student Learning Support
- Sr. Director of Advising and Completion

**Permanent Members**

Becky Burton, Chair  
 Edythe Carter  
 Penelope Davies  
 Becky Easton  
 Catherine Frazer  
 Victor Favela  
 Michelle Lamons  
 Ernesto Olmos  
 Amy Pifer

**Faculty Members**

Gale Brewer (2024-2026)  
 Cody Scott Ames (2023-2025)  
 Catherine Frazier (2023-2025)  
 Amy Pifer (2023-2025)

**East Campus Representation**

Ernie Sheets

**West Campus Representation**

Letha Black (2023-2025)

**\*Commencement Committee**

The function of this committee is to plan, subject to the approval of the President, the program and procedures for each College commencement. Plans will include faculty and student lines, program preparation and distribution, photography, arrangements for music, decorations, stage set-up, student help, reception, and other details as they may arise.

Permanent membership of the committee consists of:

- Associate Registrar
- Bookstore Manager
- Chair of the Music Department
- Communication and Marketing representative
- Coordinator of disAbility Services
- Executive Assistant to the President
- Executive Assistant to Vice President of Academic Affairs
- Executive Secretary to the Vice President of Student Affairs
- Head Marshall
- Physical Plant representatives
- Registrar
- Vice President of Academic Affairs
- Vice President of Communication & Marketing

Other members of the committee consist of the chair (appointed annually on a rotating basis by the committee members) and faculty members appointed by the Executive Assistant to the Vice President of Academic Affairs. Members will serve two-year terms. The committee will meet monthly during the fall and spring semesters and as needed.

**Permanent Members**

Kristin McDonald-Willey  
 Frank Sobey  
 Camille Nies  
 Andrew Flores  
 Jerri Peacock  
 Jim Baca  
 Nancy Farren  
 Joe Wyatt  
 Kevin Ball - Chair  
 Mark Usnick  
 Sharee Bailey  
 Sadie Newsome  
 Tiffany Oneal  
 Stefanie Carruth  
 Nathan Fryml  
 Ally Greenwood

**Other Members**

Ryan Johnson (2023-2026)  
 Sara Welshimer, Liberal Arts (2024-2027)  
 Ashley Coffman, STEM (2024-2027)  
 Sandy Parker, Health Sciences (2024-2027)  
 Lisa McKay, Health Sciences (2024-2027)  
 Paige Rosprim, STEM (2024-2027)  
 Pamela Quintanilla, Health Sciences (2024-2027)  
 Tanner Hargrove, Liberal Arts (2024-2027)  
 Jennifer Rabson, STEM (2024-2027)  
 Carol Summers, Liberal Arts (2024-2027)  
 Lynne Kenney, STEM (2024-2027)  
 Olga Rodriguez (2023-2026)  
 Ruth Whitehead, Health Sciences (2024-2027)  
 Melody Rich, Liberal Arts (2024-2027)  
 Bruce Lin, Liberal Arts (2023-2026)  
 Frank Demos (2023-2026)

**\*Crisis Intervention Team**

The Amarillo College Crisis Intervention Team (CIT) is a group of well trained and motivated Amarillo College employees that are dedicated to helping all individuals associated with Amarillo College who may be experiencing a mental health crisis. Our goal is to be an organized and coordinated first response for the emotional well-being of our students, staff, and faculty members and provide them with the appropriate connection to AC campus and/or outside resources.

The CIT is chaired by the VP of Student Affairs with representation from the following offices: Advocacy Resource Center, disAbility Services, Enrollment Management, Counseling, AC Police, and the Office of the Registrar.

**Curriculum Committee**

The Curriculum Committee is responsible for maintaining excellence in the instructional programs at the College. It has the authority to process all curricula changes and to appoint ad hoc committees as necessary to develop sufficient background information for its decisions. In addition, this Curriculum Committee is responsible for reviewing and recommending academic policies and procedures, including (but not limited to) such items as student learning outcomes, general education core curriculum, admission requirements, degree requirements, units of credit, attendance policy, late and irregular registration, and grades and grading policies. The Curriculum Committee annually reviews the admissions, academic and general degree requirement policies. Recommendations for the addition of new programs of study are taken to the Board of Regents for consideration, as well as the Curriculum Committee, prior to being submitted to the Coordinating Board for approval.

The Curriculum Committee meets every other week during the academic year or on call of the Chair. Permanent members are the Dean of Health Sciences, Executive Dean of STEM and Academic Success, Dean of Technical Education, Dean of Liberal Arts, Dean of Campus Operations-Moore County, Dean of Campus Operations-Hereford, Dean of Nursing, VPAA, Associate VP of Academic Services, and the Associate VP of Curriculum, Planning & Institutional Effectiveness who serves as Chair. Other permanent members are the Registrar and the Director of Advising. Additional members consist of the Executive Director of Decision Analytics and Institutional Research, Director of Institutional Effectiveness, and Director of Financial Aid. Members are selected to achieve college-wide representation. The members will serve three – year rotating terms with one-third of the membership selected each year. Voting members include all members but the ex-officio members.

Decisions of this Curriculum Committee are subject to the review and concurrence of the Vice President of Academic Affairs and the President.

**Current Members**

Bob Austin, Student Affairs and Enrollment Management  
Jordan Herrera, ARC  
Aaron Huddleston, Police Department  
Cia Bulloch, ARC  
Jerrod Hinders, CIT  
Jerri Peacock, disAbility Services  
Matthew Thompson, Registrar, VA Coordinator  
Morice Jackson, Police Department

**Permanent Members**

Chair: Tina Babb, Associate Vice President of Curriculum, Planning & IE  
Kristin McDonald-Wiley, Registrar  
Edythe Carter, Executive Dean of STEM and Academic Success  
Linda Munoz, Dean of Innovation Outpost Operations and Programming  
David Hall, Dean of Technical Education  
Becky Easton, Dean of Liberal Arts  
Ernesto Olmos, Senior Director of Advising & Completion  
Kimberly Crowley, Dean of Nursing  
Becky Burton, Associate Vice President of Academic Services  
Renee Vincent, Dean of Campus Operations-MCC  
Dolores Arambula, Dean of Campus Operations-HERD  
Michelle Lamons, Senior Director of AEL and Academic Innovation  
Kim Boyd, Dean of Health Professions  
Frank Sobey, Interim VPAA

**9 faculty members**

Michael Hannen, Liberal Arts (2024-2027)  
Derreck Jett, Technical Education (2024-2027)  
Rochelle Fouts, Liberal Arts (2024-2027)  
Dave Van Domelen, STEM (2023-2026)  
Stefanie Decker, Liberal Arts (2023-2026)  
Maria Johnson, STEM (2022-2025)  
Amanda Lester Chisum, Health Sciences (2023-2026)  
Becky Byrd, Health Sciences (2024-2027)  
Sue Vandagriff, Health Sciences (2023-2026)

**4 Department Chairs/Coordinators**

Ernie Sheets, Technical Education (2024-2027)  
Penelope Davies, STEM (2022-2025)  
Carrie Hoffman, STEM (2023-2026)  
Catherine Frazer, Liberal Arts (2022-2025)

**Ex-Officio Members**

Elisa Alvarado, Director of Institutional Effectiveness  
Collin Witherspoon, Executive Director of Decision Analytics & Institutional Research  
Kelly Steelman, Director of Financial Aid  
Melissa Eder, Library (2024-2025) rotation

<p><b>*Data Advisory Council</b></p> <p><u>Committee's Primary Focus/Goals:</u></p> <p>Planning, Coordination, Communication, Integrity, Information Sharing, Access.</p> <p><u>Purpose:</u></p> <p>The <i>Data Advisory Council</i> is a partnership with representatives from each Cabinet member's area of the College. The purpose of the Council is to promote institutional awareness related to data and data resources, increase data awareness and communication across the College, reduce reporting redundancies, foster a culture of information sharing, promote coordinated planning, provide best practices, and make policy recommendations to Cabinet regarding these topics.</p>	<p><b><u>Representation (Standing Members)</u></b></p> <p>Co-Chair: Executive Director of Decision Analytics and Institutional Research (Collin Witherspoon)</p> <p>Co-Chair: Associate Vice President of Curriculum, Planning &amp; IE (Tina Babb)</p> <p>Information Technology representative (Sarah Bruce)</p> <p>Registrar &amp; Director of Admissions (Kristin McDonald-Willey)</p> <p>Director of Advising Services (Ernesto Olmos)</p> <p>Communications and Marketing representative (Sadie Newsome)</p> <p>Business Affairs representative (Olga Kleffman)</p> <p>Institutional Advancement representative (Mark Clark)</p> <p>Strategic Initiatives representative (Jacqui Jones)</p> <p>Workforce/Innovation Outpost representative (Linda Munoz)</p>
<p><b>*Emergency Response Committee</b></p> <p>The mission of the committee of Emergency Response Team is to provide an integrated, comprehensive emergency management program for Amarillo College. The team is responsible for the preparedness, training, and coordination of emergency response and recovery efforts at Amarillo College. The Emergency Response Team plans for natural, manmade, or technological hazards that could adversely affect all members and sustainable operations of the campus community.</p> <p>The team supports the college in an effort to reduce loss of life and property, to protect the environment through collaboration, improve our capabilities to prepare for, protect against, respond to, recover from, and mitigate all hazards. We provide assistance in coordinating resources, expertise, leadership, and advocacy through a comprehensive risk-based emergency preparedness program.</p> <p>The team is composed of 16 members who play an important role within the campus community. New members are voted in by the current team.</p>	<p><b><u>Team Members</u></b></p> <p>Chris Sharp, VP</p> <p>Aaron Huddleston</p> <p>Cheryl Jones</p> <p>Keith Labus</p> <p>Kevin Moore</p> <p>Toni Gray</p> <p>Dolores Arambula</p> <p>Renee Vincent</p> <p>Will Ratliff</p> <p>Kim Crowley</p> <p>Melissa Burns</p> <p>Ellen Patterson</p> <p>Sadie Newsome</p> <p>Joe Wyatt</p> <p>David Hall</p> <p>Frank Sobey</p>

**\*Employee of the Year Committee**

In order to recognize outstanding performance by Classified Employees and Administrators, encourage excellence and innovation, and bolster employee morale, the Outstanding Employee Awards are presented to deserving employees each year. This award recognizes outstanding Amarillo College employees the same way the Mead Award recognizes outstanding faculty. Each year we will honor three Amarillo College Employees who exemplify Amarillo College core values and go above and beyond to serve our students and other employees.

**Eligibility**

Other than President's Cabinet members, any currently employed Administrator or full-time Classified Employee who has been employed for at least one year (prior to August 1) are eligible. Previous Outstanding Employee award recipients are not eligible to be deemed award finalists for a five-year- period.

**Award**

The presentation at Fall Convocation includes a commemoration for the individual, a professional photo to be displayed on the AC webpage, and a \$1,000 Foundation Award.

**Nominations**

Any AC student or employee can submit a nomination. Nomination forms will be made available via AC Connect and submitted electronically.

**Criteria**

Nominations should include examples of excellence in one or more of the following areas: leadership/management, commitment to AC values, hard work, personal achievements reflecting on job performance, commitment to the college's mission and image, and/or devotion to Amarillo College and the Community.

**Selection**

The selection committee will consist of two staff appointed by Human Resources, the Faculty Senate President, the SGA President and the three previous recipients. No committee member will be eligible for the award. If a Committee Member is nominated, they will relinquish their position on the selection committee and a new representative will be appointed.

Permanent members of the committee are the President, Vice President of Human Resources, and the Executive Assistant to the President.

The Employee of the Year Committee will review all nominations and will rank and note comments related to their selections. If desired, the Committee may also use confidential interviews as a factor used to determine the final candidate selection. Based on Committee rankings, discussion, and (if desired) interviews, the Committee will then select THREE Employees of the Year.

**Permanent Members**

President - Denese Skinner  
Vice President of Human Resources - Cheryl Jones  
President's Executive Assistant – Ally Greenwood

**Members****Faculty Senate President**

Stephen Malley

**Staff Appointees**

Efrain Medrano  
Melissa Hernandez

**Student Government**

Kevin Conde Garcia

**Previous Recipients**

Sarah Bruce  
Yesenia Herrera  
Tommy Hickman



**\*Faculty Evaluation Committee**

The purpose of this committee is to monitor the Merit Pay process and make recommendations to the Vice President of Academic Affairs for revisions.

Membership will consist of representatives from faculty with tenure or tenure-track status from the following areas or groups. Three members must be department chair and/or program coordinators or directors. Members will serve three-year rotating terms. A student representative will also be appointed annually by the Director of Student Life. Ex-Officio members will include a representative from the office of the Vice President of Academic Affairs and Institutional Research.

The committee will consist of 8 representatives from the divisions/groups as follows:

- 2 – Liberal Arts
- 2 – STEM
- 1 – Technical Education
- 2 – Health Sciences
- 1 – Academic Outreach & Support

The committee will meet as called.

**STEM**

Shelby Moore (2023-2026)  
Teresa Gaus-Bowling (2024-2027)

**Liberal Arts**

Jay Sawyer (2023-2026)  
Frank Bellizzi (2024-2027)

**Technical Education**

Tony Diaz (2023-2026)

**Health Sciences**

Becky Byrd (2024-2027)  
LaVon Barrett (2024-2027)

**Center for Teaching & Learning**

Victor Favela

**Student (2024-2025)**

Kevin Conde Garcia

**Ex-Officio**

Frank Sobey  
Becky Burton  
Collin Witherspoon

**Human Resources Rep**

Cheryl Jones

**\*Faculty Handbook Committee**

This Committee is responsible for reviewing and updating the Faculty Handbook. Membership of the Committee consists of two ex-officio members (Executive VP/General Counsel and the VPAA), six faculty appointed by the President's Cabinet to represent the following areas or groups:

- 3 – Liberal Arts/ STEM
- 1 – Technical Education
- 2 – Health Sciences

Of the listing above, at least two faculty must be department chair and/or program coordinators or directors. A Chair will be appointed by the President's Cabinet. Members will serve three-year rotating terms.

Mark White, ex officio  
Frank Sobey, ex-officio

**Liberal Arts & STEM**

Michael Hannen Liberal Arts (2023-2026)  
Jennifer Rabson STEM (2023-2026)  
Jonathan Jenkins STEM (2023-2026)

**Technical Education**

Terry Smith (2023-2026)

**Health Sciences**

Aaron Gann (2023-2026)  
Pamela Quintanilla (2023-2026)

**Human Resources Rep**

Cheryl Jones



**Faculty Professional Development Committee**

Responsibilities: Serve as advisory committee for the Center for Teaching and Learning, including; plan and implement Amarillo College Education Summit (ACES), select and recommend; professional learning options; identify faculty training related budget requests. Members serve terms as follows:

**Academic Representatives:**

- 1 elected/appointed annually by Faculty Senate (one-year term)
- 2 faculty members appointed representing Adjunct Faculty (one-year term with others added as needed)
- 8 faculty members elected/appointed at large from each of the academic divisions (three-year rotating terms)
- Others as Necessary
  - Faculty Volunteers At-Large (one-year term)
  - FYE Coordinator

**Academic Support Representative:** (Non-Voting Member)

- Director of Library
- Human Resources Rep
- VPAA
- Director of Media & Technology
- Instructional Designers
- Director of Center for Learning

**Academic Representatives****Faculty Senate**

Stephen Malley (2024-2025)

**Adjunct Faculty**

TBA

TBA

**Faculty from Divisions – At-Large****Liberal Arts**

Trena Rider (2022-2025)

Robert Fulton (2024-2027)

**STEM**

Maria Johnson (2024-2027)

Kara Wray (2023-2026)

**Health Sciences**

Chelsea Thurman (2023-2026)

Lisa McKay (2022-2025)

**Technical Education**

Brandon Kyle Fansler (2024-2027)

Constance Haskins (2022-2025)

**FYE Director**

Amy Pifer

**Instructional Designer/New Faculty Institute**

Victor Favela, Co-Chair

**At-Large Volunteers (2024-2027)**

Robert Dillon, STEM

Constance Haskins, Technical Education

Sharon Shelton, Health Sciences

Frank Demos, Liberal Arts

Frank Bellizzi, Liberal Arts

Jacqueline Llewellyn, Liberal Arts

Pam Ortega, Liberal Arts

Jacob Price, STEM

Beth Rodriguez Liberal Arts

Kelly Voelm, Health Sciences

Christy Robinson, Liberal Arts

Jessica Hill, Health Sciences

Luci Creery, Liberal Arts

Rene'e Stovall

**Academic Support**

Rene'e Stovall, Co-Chair

Emily Gilbert, Director of Library

Will Rattliff, H.R. Training & Internal Communications

Specialist

Frank Sobey, Interim VPAA

Ariana Tiroff, Blackboard Support Services Manager

Victor Favela, Instructional Technologist/Designer

Lori Petty, Dean of Academic Outreach and Support

**\*Faculty Senate**

The Senate represents all appointed faculty of each division.

The membership of the Senate consists of one elected divisional representative for every twelve full-time faculty members or major fractions or greater (6/12 or greater) of each division and one or more to represent centers and others not represented by a division by the same formula.

The purpose of this organization is to cultivate cooperation and understanding among the faculty, to make recommendations to the President of the college on policies which affect instruction and general faculty welfare, to make recommendations on general policy, and to offer a line of communication with the other constituencies of the college.

Members are appointed to 3-year terms (years in parenthesis indicate date of term expiration).

A copy of the current constitution and bylaws of the Senate is an addendum to the Faculty Handbook.

Steven Malley, President (2024/2025)  
TBD, Vice-President (2022-2025)  
Pam Madden, Secretary (2022-2025)  
Teresa Gaus-Bowling, Parliamentarian (2022-2025)

**Health Sciences**

Michael Hart (2024-2027)  
Teresa Herrera (2023-2026)  
Treiva Daniels (2024-2027)  
Sue Vandagriff (2022-2025)

**STEM**

Delane McUne (2024-2027)  
Piper Johansen (2024-2027)  
Tim Leeper (2023-2026)  
Teresa Gaus-Bowling (2022-2025)

**Technical Education**

Derreck Jett (2024-2027)  
Brent Gandy (2023-2026)  
Stephen Malley (2023-2026)

**Liberal Arts**

Chris Hudson (2023-2026)  
Pam Ortega (2024-2027)  
Stephen Malley (2022-2025)  
Jay Sawyer (2022-2025)

**\*Financial Aid Appeals Committee**

This Committee will hear appeals from students who feel they have problems pertaining to the institutional administration of their student financial aid.

Membership of the committee consists of a permanent representative from the Business Affairs Division who will serve as chair. The Director of Student Life will recommend two students to serve one-year terms. The Vice President of Enrollment Management will recommend five faculty representatives to serve two-year terms.

Meetings will be called as necessary to rapidly address appeals.

**Permanent Members**

Tiffani Crosley, Chair  
Bob Austin

**Other Members**

Karen Boatman, STEM (2024-2027)  
Lynette Hayhurst, Health Sciences (2024-2027)  
Rashmi Pillai, STEM (2024-2027)  
Ruth Whitehead, Health Sciences (2024-2027)  
Michael Hannen, Liberal Arts (2022-2025)  
Kevin Conde Garcia, SGA President  
Cheryl Oldham, Recorder, Ex-Officio

**\*Honors Program**

The purpose of this committee is to guide and monitor the Honors Program and the Presidential Scholar Honors Program. This will include but will not be limited to: selecting qualified students, selecting scholarship recipients, recommending faculty for honors courses, recommending the program coordinator, recommending curriculum and academic changes to the Curriculum Committee and in general monitoring and evaluating the program. Committee actions will be implemented through the Vice President of Academic Affairs.

The chair will be appointed annually by the Vice President of Academic Affairs. The committee will consist of:

- an academic advisor recommended by the Vice President of Enrollment Management
- two faculty recommended by the Faculty Senate
- two faculty recommended by the Vice President of Academic Affairs
- two faculty recommended by the Honors Committee

The VP of Communication and Marketing will serve as an ex-officio member.

Members will serve three-year terms.

**Permanent Members**

Bob Austin VPPEM  
Lesley Ingham, Chair  
Frank Sobey, Interim VPAA

**Academic Advisor Recommended by the VPPEM**

Angie Alvarez

**Two Faculty Members Recommended by the Senate**

Fiona Denge (2022-2025)  
Sara Welshimer (2023-2026)

**Two Faculty Members Recommended by the VPAA**

Tanner Hargrove (2023-2026)  
Richard "Buddy" Todd (2024-2027)

**Two Faculty Members Recommended by the Honors Committee**

Jackie Lewellyn (2023-2025)  
Michelle Orcutt (2023-2025)

**Ex-Officio**

Kevin Ball  
Mark White  
Denese Skinner

**\*Information Technology Coordination**

The Administrative Committee of Technology (ACT) is composed of individuals to represent the different functional areas of Amarillo College's Enterprise Resource Planning (ERP) system, Colleague. This committee serves as a forum for changes and enhancements related to Amarillo College's ERP system. This committee is composed of standing members only.

**Standing Members**

Kristin McDonald-Willey  
Tiffani Crosley  
Toni Gray  
Olga Kleffman  
Ernesto Olmos  
Kelly Steelman  
Ellen Patterson  
Gail Hutson  
Maria Juarez  
Terry Kleffman  
Cheryl Jones  
Tim Hicks  
Shane Hepler, ex-officio and chair

**\*Institutional Review Board (IRB)**

The Institutional Review Board (IRB) for Human Subject Research at Amarillo College has the responsibility to oversee procedures for carrying out the College's commitment to protect human subjects in research.

The role of the IRB is to review proposed research projects that involve the use of human subjects; ensure that the individuals involved in the project are treated ethically; ensure that all subjects are provided with substantial information about the study and consent to be a subject in the study; and that all private information will be handled with confidentiality. The IRB is authorized to review, approve, require modifications in, or disapprove research activities conducted by or through the College using human subjects.

Qualifications:

Members whose training, background, and occupation would incline them to view scientific activities from a standpoint of someone within a behavioral or biomedical research discipline should be considered a scientist, while members whose training, background, and occupation would incline them to view research activities from a standpoint outside of any biomedical or behavioral scientific discipline should be considered a nonscientist. In addition, the IRB must have members with sufficient knowledge of the specific scientific discipline(s) relevant to the research that it reviews.

Additionally, at least one member from Institutional Effectiveness will serve as a non-voting, ex-officio member. The Committee should also have one member from the community.

Terms:

Faculty members to serve two-year terms.

Committee must have a minimum of five members per [www.ecfr.gov](http://www.ecfr.gov) guidelines.

**Membership:**

Debby Hall, Chair  
Michelle Orcutt  
Jacob Price  
Jeffrey "Alan" Kee  
Mindy Weathersbee

**External Member from the Community****Institutional Effectiveness Representation (non-voting):**

Tina Babb – ex-officio

**\*Mead Award Committee**

Amarillo College affirms the integral role of the faculty in accomplishing the goals of Amarillo College and has presented a faculty excellence award at Commencement exercises.

A "Nomination Form for the Amarillo College John F. Mead Faculty Excellence Award" along with a narrative statement of support will need to be submitted in March/April for each faculty nominee.

Being nominated for this award is an honor and validates that the nominated faculty member has made a significant contribution to teaching; therefore, the student should consider the following areas when nominating a faculty member:

1. Classroom teaching
2. Professional activities
3. Service to the College
4. Student and peer support
5. Research, writing, exhibitions, and performances

**PLEASE REMAIN ANONYMOUS TO THE FACULTY NOMINEE. DO NOT INFORM THE NOMINEE IN ANY WAY OF THEIR NOMINATION. OR, TELL THEM IF YOU KNOW THEY HAVE BEEN NOMINATED BY ANOTHER PERSON.**

**The Selection Committee will review nominations during April and select the recipient of the award. The award will be presented at the Amarillo College Commencement. The Selection Committee shall consist of:**

1. Three or four students -- Student Government Association president, Phi Theta Kappa representative, West Campus representative, and/or East Campus representative
2. The Faculty Senate Mead Award subcommittee members (faculty)
3. One Administrator – nominated by the President
4. Previous year's recipient
5. The Vice President of Academic Affairs (administrator)

The award will consist of a \$1,000 prize, a plaque, and a paid trip to a teaching seminar or a professional meeting not to exceed \$1,200. The recipient's photograph will be placed with other recognized and distinguished contributors to Amarillo College.

**Permanent Members**

Frank Sobey

**Members****Faculty Senate**

TBD

TBD

**Interim Vice President of Academic Affairs**

Frank Sobey

**Student Government Association**

Kevin Conde Garcia

**Phi Theta Kappa Representative**

Jasmine Quintana

**East or West Off-Campus Instructional Site Student Representative**

Rotating Members

Alondra Patino - West Campus

Maiya Maldonado – Student Government

**President's Office Designee**

Ernesto Olmos

**Ex-Officio**

Mark White

**\*President's Cabinet**

The Cabinet is the central coordinating committee for all college operations. The members advise the President and assist with the day-to-day operation of the college within established policies and regulations.

Permanent members on the Cabinet are: The President as chair, Vice President of Academic Affairs, Vice President of Business Affairs, Vice President of Student Affairs, Vice President of Strategic Initiatives, Executive Vice President & General Counsel, Vice President of Communications & Marketing, Vice President of Enrollment Management, Vice President of Institutional Advancement & Executive Director AC Foundation, and Vice President of Human Resources

Meetings of the Cabinet are scheduled by the President as needed.

**Members**

Robert Austin

Kevin Ball

Cheryl Jones

Chris Sharp

Joe Bill Sherrod

Denese Skinner

Frank Sobey

Mark White

**\*Rank and Tenure Committee**

This committee will review all petitions that have followed the appropriate procedures as outlined for advancement in rank and tenure. The committee will verify that all documents are in order and that the appropriate criteria for advancement in rank and/or tenure have been met. The committee will make a recommendation for or against promotion to the Vice President of Academic Affairs who will make a recommendation to the President. The committee will meet on call of the chair. The committee will consist of 14 representatives of each of the following divisions/groups:

- 3 – Liberal Arts
- 3 - STEM
- 3 – Technical Education
- 5 – Health Sciences

Each division/group will elect faculty to recommend serving on the committee. Those elected must meet the following conditions/criteria:

- Served on the Amarillo College faculty for at least three years.
- Were promoted in professorial rank or have been granted tenure while in service at Amarillo College
- If there are no faculty that meet the above criteria, faculty with at least four years of service to Amarillo College may serve on the committee as a non-voting member.
- May not be currently serving as Dean.

The members will serve three-year rotating terms with one-third of the membership elected each year. The second person from each division will serve as an alternate in the event the appointed member cannot serve. In the event a committee member petitions for promotion or tenure, the alternate from that division/group will serve out the remainder of the member's term. The Rank and Tenure Committee members will select a chair for the committee for the next academic year at its last meeting each May.

**Health Sciences (5)**

Jamie Smith (2023-2026)  
Simone Buys, Vice Chair (2023-2026)  
Debby Hall (2022-2025)  
Kerrie Young (2022-2025)  
Verena Johnson (2024-2027)

**Liberal Arts (3)**

Stefanie Decker (2023-2026)  
Rochelle Fouts (2023-2027)  
Courtney Milleson, Chair (2022-2025)

**Technical Education (3)**

Stephen Malley (2023-2025)  
Joe Cannon (2023-2026)  
Richard "Buddy" Todd (2024-2027)

**STEM (3)**

Jodi Lindseth (2022-2025)  
Rhonda McCampbell (2022-2026)

**\*Records Management**

The purpose of this committee is to guide, monitor, and give final approval for the destruction of records in accordance with approved records control schedules. This will include, but will not be limited to, development of policies and procedures governing the records management program, review of performance of the program on a regular basis, proposal of changes and improvements if needed, review and approval of records control schedules submitted by the records management officer, report annually to the Board of Regents, and support and promotion for the records management program throughout the college. Committee actions will be implemented through the Director of Purchasing and Records Retention and Records Retention/Central Receiving Specialist.

Permanent members will be the Director of Purchasing and Records Retention, who will serve as chair, Records Retention/Central Receiving Specialist, Vice President of Business Affairs, Vice President of Student Affairs, Controller, Chief Information Officer, Librarian, Director of Financial Aid, Registrar, Manager of Physical Plant, Executive Assistant to the President, Executive Assistant to the Vice President of Business Affairs, Executive Vice President, Vice President of Human Resources and a faculty member to serve a two-year term recommended by the Faculty Senate.

**Senate Volunteers/Recommendations**

Christy Robinson, Liberal Arts (2023-2026)

**Permanent Members**

TBD, Chair  
Gary Langford, Co-Chair  
Chris Sharp  
Kristin McDonald-Willey  
Shane Hepler  
Jim Baca  
Mindy Weathersbee  
Michael Sugden  
Kelly Steelman  
Cheryl Jones  
Denese Skinner  
Mark White

**Other Members**

Richard "Buddy" Todd, Technical Education (2023-2025)  
Jeffrey "Alan" Kee, Psychology (2024-2026)

**\*Student Activity Fee Advisory Committee**

According to the Texas Education Code, section 54.503, a student activity fee advisory committee is established at each institution of higher education to advise the governing board and administration of the institution on the type, amount, and expenditure of student activity fees. The committee will study the type, amount, and expenditure of the fee, and meet with appropriate administrators of the institution, submit a written report on the study, and recommend the type, amount and expenditure of a compulsory fee to be charged for the next academic year.

The membership guidelines of the Committee are outlined in Sec.54.4031. Each Committee is composed of the following nine members.

Five student members selected by the Student Government Association who are enrolled for not less than six semester credit hours at the institution; 3 serve two-year terms and 2 serve one-year terms.

- SGA President, Chair, Non-Voting member
- SGA Secretary
- 3 Students chosen by SGA from applications submitted from Student Organizations

Four members are representative of the entire institution appointed by the College President. Three faculty/administrative positions are rotating two-year terms, with one member rotating off in even years (Fall), and 2 members being replaced in odd years. The Director of Student Life serves as an ex-officio member.

- Director of Student Life, ex-officio
- 3 faculty/administrative positions

**Permanent Members**

Bob Austin  
Dorothy Crockett

**Club Sponsors**

Teresa Gaus-Bowling (2023-2025)  
Chris Prock (2024-2026)

**Students (2024-2025)**

Kevin Conde Garcia, SGA President  
Allysandra Jaramillo  
Samantha Wilhelm  
TBD  
TBD

**Ex-Officio**

Amber Hamilton

**\*VPAA Council**

VPAA Council functions as a liaison between faculty and the VPAA office. The purpose of this committee is to promote the vision and goals of Amarillo College through quality instruction, student success and professional integrity. The members advise the VPAA regarding issues within academic affairs and assist with the day-to-day operations within the division.

Permanent members on Deans Council are: The Vice President of Academic Affairs, Associate Vice President of Curriculum, Planning and Institutional Effectiveness, Associate Vice President of Academic Learning and Support, Director of Institutional Effectiveness, Dean of Hereford Off-Campus Instruction Site, Dean of Health Professions, Executive Dean of STEM, Dean of Nursing, Dean of Liberal Arts, Dean of Technical Education, Senior Director of AEL and Academic Innovation, Executive Director of Student Learning Support, Dean of Innovation Outpost Operations & Programming, Dean of Academic Outreach and Support Services, Director of First Year Experience, Dean of Moore County Off-Campus Instruction Site

Meetings of the Committee are scheduled by the Associate Vice President of Academic Affairs or Associate Vice President of Academic Learning and Support as needed.

**Members**

Frank Sobey, Officio \*  
Tina Babb, Co-Chair  
Becky Burton, Co-Chair  
Elisa Alvarado  
Dolores Arambula  
Kim Boyd  
Edythe Carter  
Kim Crowley  
Becky Easton  
David Hall  
Michelle Lamons  
Erin Martin  
Linda Munoz  
Lori Petty  
Amy Pifer  
Renee Vincent



**\*Wellness Committee**

The purpose of the Wellness Committee is to promote employee wellness. The committee will (purpose is subject to change per Human Resources):

1. Campaign to make students and employees aware of the components of wellness and the benefits of a wellness lifestyle including health care options and wellness fairs
2. Act as information and planning hub for wellness activities on campus by identifying, supporting, encouraging participation in, and disseminating information on wellness activities already in progress on campus through a campus newsletter and other promotional techniques
3. Continually assess which of the six basic wellness areas (intellectual, emotional, physical, social, occupational and spiritual) need to be further addressed by enlisting departments, individuals or committees with expertise in these areas to plan and develop activities to meet the need
4. Each year solicit a list of interested individuals from employees and students who would be willing to work on sub committees to help accomplish the above purposes.

Permanent members include the Human Resources Recruiting and Employee Relations Manager, Carter FirstBank Southwest Center Director, FirstBank Southwest Center Manager, and the Intramurals Coordinator.

Other members will serve on a volunteer basis

Attempts will be made to have as many divisions and campuses represented as possible.

**Permanent Members:**

TBD, Chair  
Will Ratliff  
Cheryl Jones  
Trent Oneal

**Other Members**

Connie DeJesus  
Jeff Wallick  
Shannon Cornell  
Fiona Denge  
Michelle Orcutt  
Annette Watts  
Frank Sobey

**New Committee:** None

**Disbanded:** ARC Advisory Committee, Staff Council and Master Plan/Bond Implementation Committee, Library Advisory Committee

**Committee Name Changes:** None