

PRESIDENT'S CABINET MEETING NOTES
October 13, 2009

~CLARITY OF PURPOSE~COLLABORATIVE INSTITUTIONAL CULTURE~FOCUS ON RESULTS~

Leadership Goals

Leading Learning

- **Ruth attended Chamber Business Education Committee for Dr. Loston this morning, Dr. Leslie and Denver McClendon presented to committee regarding Alamo Colleges accreditation issue**
- **Chancellor's Meeting Update—Ruth Dalrymple—yesterday's Chancellor's meeting included: encourage participation in United Way Campaign; questions raised by Board member regarding campus voter registration drive (who, what, when, where, etc.); Board Retreat on November 7 (Board members, presidents, vice chancellors, etc.); discussion regarding budget cuts related to tutoring, part-time employees, Presidents should communicate to College community regarding same; ratio of f-t to p-t faculty—Dr. Leslie wants 50-50%, conversations will be held regarding overloads and how they are counted in our ratios; new full-time faculty positions—AWL will need list ready for submission by next month; Town Hall meeting on Thursday--all presidents and vice chancellors to attend—purpose of meeting is to allow opportunity for employees to have dialogue with Board (no students); equipment purchases/equipment repair—do not have a process to repair new equipment, McLaughlin's office to draft procedure; request made by Dr. Reno to transfer vacancy in SPC Enrollment Management (Freddie Zepeda) to Northeast Lakeview—position will be eliminated and not filled**

Accountability & Transparency

- **Homecoming Update—Dr. Sharon Crockett-Bell—Mixer on Friday night, registration on first floor of Center for Learning Resources, beginning @ 6p w/ music, dinner and program; Saturday morning golf, kids' activities, basketball, barbeque, etc.; Blue and White Dance on Saturday night beginning @ 8:00 a.m.; Church service on Sunday morning @ 10:00 a.m.**
- **Marketing Update—Matari Gunter—distributed Annual Report, do not plan to give to students and recruiters, suggested giving to donors, document will be placed on-line (need special software installed); will add formal web address/phone number; nursing ads, homecoming ads, Mortgage Broker/Lending Program ads; wrapping up Hispanic Heritage Month and working on Homecoming; All College Brochure is next major publication; reminder of Town Hall meeting on Thursday, October 15, in Heritage Room, Diana Lopez event moved to Morgan Gallery from 1:00 p.m. – 3:00 p.m.; distributed email regarding Walters Street Bridge/35 closure on October 16-19; asked for input regarding Marketing Council membership, i.e., Matari requested and group agreed to retain core membership (assigned based on their divisions); need to confirm w/ current members that all agree to continue two-year commitment which ends in Spring 2010; District CIP event-celebration for community on November 6 @ Pearl Stables, 3:45 p.m. – 7:00 p.m., entertainment from the five Alamo Colleges (SPC Women's Chorus to perform); targeted audience are end-users and community, need volunteers to work SPC table—will send out email asking for volunteers) from three new buildings @ MLK and Diesel Building @ SWC**
- **College CIP Recognition—Matari Gunter—CIP celebration for the campus; will schedule soon, recognition for those who worked with the CIP; group suggested “community open house”**

- **Monthly Updates**

KPI Measures and Targets—Dr. Ben Kraft—distributed Alamo Colleges Performances Scorecard and pointed out some increases/decreases; distributed chart w/ some new KPI Measures for 2009-2010

Institutional Advancement—Jorge Trevino—summary of project action plans; JT feels very hopeful about #8; #13 has been submitted; distributed new guidelines regarding Fiscal Policies and Procedures for the Alamo Community College District Foundation (for grant proposals submitted to a foundation through the ACCD Foundation—not a government agency such as Department of Ed.); additional clarification forthcoming

Institutional Research—Mecca Salahuddin—distributed monthly report for IR

Grants—Sara Kirby—out ill, Jorge to gave update; distributed report; asked Cabinet if the group would prefer a more condensed version versus the lengthy monthly report—group consensus was to receive a briefer, user friendly report—Jorge to work w/ Erick to create new format

Student Empowerment

- **Enrollment Update—Dr. Burton Crow—distributed Enrollment Count Comparisons**

Follow-up from Previous Meeting

- **President's Academy Fall Follow-Up List—three academies will be scheduled to address military, veterans and recruitment; these academies will also include follow-up by team leaders from previous academies**

Information Items

Invitations

TABLE/TICKET PURCHASE: South San Antonio Chamber of Commerce, 5th Annual Breakfast w/ the Mayor on October 26 @ 7:30 a.m. @ The Plaza Club—Jorge, Pate, Akins, Matari

TABLE/TICKET PURCHASE: West San Antonio Chamber of Commerce, 8th Annual Veterans in Business Awards event on November 3 @ 11:00 a.m. – 1:00 p.m. @ the El Tropicano Hotel—Jorge, Maureen, Kraft, Crow, Westerbeck, Matari, Akins

FOLLOW-UP FROM KF'S EMAIL: San Antonio Youth Literacy "Hooked on Books" Scholarship Breakfast on Thursday, November 5, @ 7:30 a.m. at The Plaza Club—Ruben Iz, Mecca, Karen, Ruth, Matari

FOLLOW-UP FROM KF'S EMAIL: 13th Annual Casino Night and Anniversary Gala, on Sunday, November 8, beginning @ 5:00 p.m. --Ruth, Sherrie, Erick

Significant Dates

SPC Town Hall Meeting on Thursday, October 15, @ 3:00 p.m. – 5:00 p.m. in the Heritage Rm.

Homecoming Celebration—October 16-18, 2009

Friday, October 16, 6:00 p.m. – 9:00 p.m. Open House & Mixer, Center for Learning Resources, 3rd floor

Saturday, October 17, see schedule for day's activities

Saturday, October 17, Blue and White Dance @ 8:00 p.m. - midnight @ Turbon Center

Sunday, October 18, 10:00 a.m., Church Service @ St. Philip's Episcopal Church

Retreat for President's Cabinet & President's Cabinet Secretaries @ SWC—October 27—details to follow

Employee Appraisals Due to Employee Services on November 13 (VPs--SEND COPY OF TRANSMITTAL LISTS TRANSMITTING APPRAISALS TO EMPLOYEE SERVICES TO KITTY)

HANDOUTS

Board Meeting Notice—Meeting with Faculty, Administration and Staff on Thursday, October 15 (Town Hall Meeting)

Copies of invitations listed above

MISC.

Maureen—Automotive Department faculty and students have partnered with General Motors this past year to create a simulator for amputees at the Center for the Intrepid. The simulator (which will open soon) will allow these wounded soldiers to practice their driving skills in their changed conditions.

Erick—working on planning grant

BK—ID cards/proximity cards—pictures begin today at DPS Office, October 13, 14, & 15

RD—Minute Order for renaming Science Building for Dr. William Davis revised to include attempt to raise \$500,000 in scholarships--@ per Mary Cottier, trying to keep this a surprise

KS—Archives in possession of historical marker which was placed in storage during construction of new buildings—marker needs to be re-installed in new location, must consider requirements for placement of historical markers from Bexar County Historical Commission

BCC—status of graduation speaker?