

ACC Meeting Name:

College Support Systems and ISD Relations

Date: November 6, 2007 **Time:** 2:00 – 3:30 p.m.

Chair: Mary Hensley **Location:** 410.0/HBC

Attendees:

Sammy Dixon, Betsy Erwin, Linda Haywood, Mary Hensley, Sharyl Kincaid, Juanita Mendez, Linda Morrison, Dianne Olla, Lynn Persyn, Bel Smith, Richard Smith, Frank Taylor, Marilyn Lee Taylor, Frankie Waller, Gary Weseman, Marquis Williams

Minutes

Agenda item: 11-05-07, ACC Board Meeting Update **Presenter:** Mary Hensley

Discussion:

Mary summarized November 5th Board meeting activity including a review of Board discussion items:

- RGC parking garage.
- Proposed Round Rock Campus.
- Delivery of CYP parking lot. Selected design/bid/building plan.
- Proposal to approve Auto Body AAS, and Certificates. Board Vote due 12/4/2007.
- Waller Creek Tax Rezone. Bill Mullane confirmed by Board.
- Resolution and approval to create public facilities corporation to finance building.

Agenda item: ACC Board Work Plan **Presenter:** Mary Hensley

Discussion:

Mary reminded staff to review the Board of Trustees Calendar/Work Plan to determine if assignments have been rescheduled. Staff will deliver completed agenda items to Mary two weeks in advance of Board due dates.

These items have revised dates:

- Round Rock/William County Planning. Scheduled for November 15, 2007. Date may change to November 19, 2007.
- Travis County Electrical Officials. New item scheduled for February 15, 2008.

Agenda item: Facilities Update **Presenter:** Mary Hensley

Discussion:

Mary distributed a Facilities Update, Bond Projects report of 9/30/2007. This report provides a snapshot of what is happening.

Agenda item: Round Rock Campus **Presenter:** Mary Hensley

Discussion:

Mary identified programs projected for delivery at the Round Rock Campus. Programs identified included delivery of general studies, health service curricula including Professional Nursing, Radiology, Allied Health

Services, Health and Kinesiology, and related course of study. The campus may also include fine Arts and Performing Arts, and facilities for instruction in Computer Science and Advanced Technology, Applied Technology including automotive Technology and Building Construction, and Continuing Education.

Agenda item: Board Priorities **Presenter:** Mary Hensley

Discussion:

Agenda Item 8384 Board /President Priorities 2007-08 on Nov. 5, 2007 were accepted as presented.

Agenda item: Mary Hensley's 2007-2008 Goals **Presenter:** Mary Hensley

Discussion:

Beginning in May 2008, Mary will call for each staff member to review 'goal attainment' for the 2007-08 year. Staff will review individual goals and provide results for incorporation into Mary's 2007-08 goals.

Agenda item: P-16 Special Advisors and EPIC and Texas College Readiness Project **Presenter:** Mary Hensley
Gary Madsen

Discussion:

In May 2006, the Third Special Called Session of the 79th Texas Legislature passed House Bill 1, which requires the Texas Higher Education Coordinating Board (THECB) and the Texas Education Agency (TEA) to develop College Readiness Standards that address what students must know and be able to do to succeed in entry-level courses offered at Texas institutions of higher education. View the college Readiness Standards draft at http://www.thecb.state.tx.us/collegereadiness/Draft_CRIS.pdf.

Mary provided a brief history of the project and explained Phase I, II, and III. Phase I is almost completed and the standards are available for public comment between October 26 through December 10, 2007 at <http://epiconline.org/texas/CRSpubliccomment.php>.

Mary provided a copy of the November 6, 2007 presentation to the Presidents' Leadership Team which included an Overview of the P-16 Special Advisor and the Educational Policy Improvement Center (EPIC) and Texas College Readiness Project. View the presentation at <http://www.austincc.edu/isd/p16/110607Presentation.ppt>. Mary Hensley and Gary Madsen will serve as primary advisors. In this role, they will serve as the primary conduits of P-16 information from the THECB. Dr. David Conley of The Educational Policy Improvement Center (EPIC) will lead the statewide effort in collegewide initiatives and standards. For Phase II, Mary will work closely with Donetta Goodall to select a college 'reference' course most closely aligned to College Readiness standards. Texas' Texas Higher Education Coordinating Board plans to develop 25 model exemplary courses by May 2008.

During Phase III, May 2008-March 2020, instructors will be notified of courses selected. Syllabi, assignments, and work samples will be collected, and model high school senior-level assignments, professional development, and instructional strategies will be determined.

Agenda item: Fall 2007 Enrollment **Presenter:** Mary Hensley

Discussion:

ACC experienced a 2.3% growth increase resulting from "Closing the Gaps" measures. The College is in a healthy fiscal mode.

Agenda item:	\$2.00 General Fee Increase Rescinded	Presenter:	Mary Hensley Gary Weseman
Discussion: Agenda Item 8393. The Board rescinded the \$2.00 General Fee adopted for fall 2007. The reduction in General Fee will become effective for spring 2008.			
Agenda item:	Datatel Release 18 Conversion	Person responsible:	Gary Weseman
Discussion: Gary Weseman reported the success of the October conversion from Datatel Release 17 to Release 18. Information Technology staff is working for resolution of the system's speed issues. Mary congratulated Gary and his staff for their around-the-clock work to get through the conversion with a minimum of disruptions.			
Agenda item:	Mass E-Mail Distribution	Person responsible:	Gary Weseman Richard Smith
Discussion: Gary Weseman and Richard Smith identified difficulties with distribution of email mass mailings. Gary suggested using private contractor to send out mass emails. Richard Smith will discuss processing of mass mail and the considerations/obstacles with Brette Lea. Options discussed included considering establishing an ACC ISP at a cost of "tens of millions" of dollars, and an increase in staff of 25-30 to maintain servers and hardware.			
Agenda item:	Notice for President's Announcements	Presenter:	Mary Hensley Gary Weseman
Discussion:			
<ul style="list-style-type: none"> College Readiness Standards. Information is posted at http://www.thecb.state.tx.us/collegereadiness/Draft_CRS.pdf. IT-Datatel Speed. Gary Weseman will send out a college-wide notice prior to November 9 providing news on the Release 18 update. 			
Agenda item:	"Comp Time" Memo from Human Resources	Presenter:	Mary Hensley
Discussion: Gerry Tucker will distribute an email discussing ACC's comp time policy.			
Agenda item:	Coordinator, Alumni Data	Presenter:	Mary Hensley
Discussion:			
<ul style="list-style-type: none"> Linda Young will meet with the Datatel Student System Steering Committee on December 4, 2007 to discuss what the Alumni Office needs to maintain their database. The discussion will include use of Datatel modules to meet their needs. Linda Young is hiring a Coordinator for the Alumni Office. 			
Agenda item:	ACC "In the News" Reports	Presenter:	Mary Hensley
Discussion: Mary advised staff of ACC webpage links to news articles about the College. Users can also sign up to receive the news articles. Mary will continue to send articles to her staff via email.			
Agenda item:	Building Attendants – SAC and EVC, 60%, Contracted	Presenter:	Mary Hensley

Discussion:

- Neil Vickers sent position approvals to authorize hiring building attendant night staff.
- Mary's staff discussed when the positions for new campuses might be filled prior to the opening of the new campuses.
- Mary will discuss a 100% contracted maintenance staff with Ben Ferrell.

Agenda item: North Harris Montgomery College – Lone Star College **Presenter:** Mary Hensley

Discussion:
North Harris Montgomery College has been renamed as Lone Star College.

Agenda item: Round Table Update **Presenter:** Staff

Discussion:

Mary invited each staff member to provide brief updates on department activity.

1. Bel Smith
 - Northridge to have Thanksgiving dinner week of November 12.
2. Linda Haywood
 - Cypress grounds being clean-up by ACC. Linda very happy with results.
3. Betsy Erwin
 - SAC elevator to be completed by November 16
4. Marilyn Lee
 - RGC 3rd highest supporters of SECC Campaign at \$10,800 doubling previous years contributions
 - Celebrating RGC Thanksgiving, November 15
 - RGC is conducting Jingle Deli in December
 - Frank Taylor and Marilyn Lee Taylor will emcee the ACC Holiday Party
5. Linda Morrison
 - Needs new office space at HBC; will reduce classroom space to meet need
 - Planning November 19 Thanksgiving Potluck Dinner

Agenda item: Campus Managers **Presenter:** Mary Hensley
Campus Managers

Discussion:
• No agenda items for discussion

Next Meeting Date February 5, 2008
Time 2:00 p.m.-3:30 p.m.
Location 410.0/HBC
Special notes