

# ACC Meeting:

## College Operations

**Date:** October 6, 2009

**Time:** 2:00 – 4:15 p.m.

**Chair:** Mary Hensley

**Location:** 411.0/HBC

**Attendees:** Lynn Dixon, Linda Haywood, Mary Hensley, Sharyl Kincaid, Marilyn Lee-Taylor, Linda Morrison, Dianne Olla, Judy VanCleve, Mary Harris, Luanne Preston, Kathleen Christensen, Richard Smith, Juanita Mendez, Betsy Erwin, Belvolyn Smith, Annette Gregory, Tracie German

**Absent:** Gary Madsen, Frank Taylor, Stan Gunn, Frankie Waller

### Minutes

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**Agenda item:** Position Analysis Request (PAR) Process Timeline **Presenter:** Gerry Tucker

**Discussion:** PAR Handout

- Not a compensation year
  - Create clear earning ladders across-the-board
  - Job duties must change more than 50% before a PAR can be processed
  - Supervisor may re-evaluate position or delegate duties differently
  - PAR approval process presented/discussed
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**Agenda item:** ACC Board Update **Presenter:** Mary Hensley

**Discussion:** Facilities Report Handout

- Parking projects
  - Facilities Master Plan
  - Land acquisitions (banking) and possible annexation(s)
  - Capital Metro Bus pass was approved and is being treated as a pilot program
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**Agenda item:** PLT Update **Presenter:** Mary Hensley

- Quality Enhancement Plan (QEP) required by SACS
  - Soon Merz has a new SACS coordinator, David Block
  - Everything went well with new electronic check and direct deposit programs – Kudos to Human Resources and Information Technology
  - Announced Luanne’s new College Connection 2+2+2 Grant for \$199,998
  - Announced Mary Harris was selected as a Board member for the Austin Area Urban League (AAUL)
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**Agenda item:** Round Table Discussion

**Presenter:** All

1. Sharyl Kincaid
  - Published Annual Report
  - Doubled articulated credit with ACC
  - In the midst of teacher workshops
2. Annette Gregory
  - Numbers with AISD increased – encouraged teachers to recommend students
  - Given additional money for students to take tests for certifications
  - AISD scored above state average
3. Kathleen Christensen
  - Registration starts Monday for second semester
  - Student Success Initiative – Moving late registration to before Fall 2010 classes start
  - Early Registration starts Friday
4. Juanita Mendez
  - Continuation of Resource-25 at EVC and HBC
  - Piloted with not all changes in place
  - Testing parallels – Begins in Spring
5. Mary Hensley
  - Update on H1N1 Flu
6. Judy VanCleve
  - Shuttle is very successful from Albertson's to Pinnacle Campus
7. Marilyn Lee-Taylor
  - Pamela Collier did a mock-up of the parking garage – Lost a parking space on each turn
  - Will move gate back a little
  - Will change timing on traffic light at Shoal Creek – Ben contacted City
  - Petitions submitted by students to request use of entire third floor of garage – Already implemented before arrival of petition
8. Bell Smith
  - Police organized very successful “Night Out” with Student Life (held mid-afternoon)
9. Luanne Preston
  - Early College Start had highest enrollment ever – 3,300 students
  - College Connections in full swing – 58 public high schools
10. Mary Harris
  - Very busy writing grants
  - 100% staffed now with three grant writers

11. Dianne Olla

- Credit Schedules – 5,400 sections
- CE schedule goes to final print production tomorrow
- Additional SACS requirements goes up to DOE – There is a lot of work to do to meet requirements

12. Lynn Dixon

- Parking complaints are down
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**Campus Managers Discussion**

- Preparations for October Campus Advisory Committee Meetings
- Cleaning contract transition
- Committee assignments of Campus Managers