

**PRESIDENT'S CABINET
MINUTES
Monday, February 14, 2005
9:00 a.m.**

Present: Charles Reed, Pam Price, John Spradling, Carrie Gayeske, Sandra Wynn, Dr. Darline Morris, Eliska Flores, Alexis Neumann, and Kathy Podsednik.

Guests: Richard Wheet, representing Tom Dean
Sherry Tucker, representing Dale Norwood

Absent: Elton Stuckly
Rob Wolaver
Dale Norwood
Tom Dean
Mike Young

Charles Reed

Charles Reed called the meeting to order at 9:00 a.m.

Mike Young (not present)

Mike Young, nor any Student Government representative, attended the President's Cabinet meeting. Charles Reed presented the agenda items for Mike Young, Student Government Association President. The possible Disc Golf Course on the campus has been discussed previously and will be reviewed by the new Student Recreation Director.

Mr. Reed reported that with the unexpected loss of Mayor Mae Jackson, who was instrumental in the possible development of projects such as a splash park for TSTC, the project is not anticipated to materialize.

Charles Reed noted that the Student Government Association elections experienced problems this past year, although, most of the issues have been resolved and they do not expect problems in the upcoming election.

Carrie Gayeske

Carrie Gayeske reported that the Texas Commission of Human Rights (TCHR) audit is scheduled February 28, 2005 on the Waco campus.

Ms. Gayeske distributed revisions to *Operating Procedure (COP) 2.26 Professional Development Release Time and Employee Scholarships* for approval. Revisions included the previously addressed change to the "benefits-eligible" positions, title of the request form and the current approval process. Additional discussion concluded that Pertinent Information #5 for the employee scholarship will apply to two courses per term with a

maximum of 16 hours be changed to 18 hours. Consensus agreed that Pertinent Information #7 for the approval of up to four hours of Release Time per week, not to impair the efficient operation of the College, remain as stated.

Action: Richard Wheet made a motion to approve revisions to *College Operating Procedure (COP) 2.26 Professional Development Release Time and Employee Scholarships*, with a second to the motion by John Spradling. Revisions to COP 2.26 were unanimously approved.

Carrie Gayeske issued a reminder that Employee Performance Evaluations are due by 5:00 p.m. on Monday, February 21, 2005.

Eliska Flores

Eliska Flores reported on local television coverage of technology jobs and training available through TSTC. Ms. Flores distributed an article from *The Dallas Morning News* of Sunday, February 13, 2005 spotlighting TSTC technology training.

Richard Wheet (representing Tom Dean)

Richard Wheet recommended a review to define the qualifications and duties for Cluster Directors and Department Chairs. John Spradling will review this process with the Faculty Senate.

Mr. Wheet requested review of the College Operating Procedure (COP) regarding the faculty probationary period to be “three teaching semesters” instead of “a year” for 9-month faculty.

Action: John Spradling will review the College Operating Procedure (COP) faculty probationary period to be “three teaching semesters” instead of “a year” for 9-month faculty.

Elton Stuckly (represented by Charles Reed)

Charles Reed distributed Texas Higher Education Coordinating Board (THECB) information regarding impact statements on bills affecting higher education.

Information was distributed from the STARLINK web cast of February 3, 2005 presented by Dr. Raymond A. Paredes, Commissioner of Higher Education for the Texas Higher Education Coordinating Board (THECB) concerning 2005 strategic priorities for higher education.

Mr. Reed distributed information from the Texas Department of Insurance for documentation and compliance for directives regarding pressure testing of natural gas piping at all state-owned or leased facilities.

Action: David Goodman, Physical Plant Director, will complete documentation and compliance from the Texas Department of Insurance for state compliance of pressure testing of natural gas piping.

Charles Reed distributed information from the Texas Association of College Technical Educators (TACTE) regarding the Fiscal Year 2006 budget proposals for funding reduction to the Department of Education. The proposal includes the elimination of 48 programs including Perkins and GEAR UP, as well as, slashing education and job training programs by 6%.

Mr. Reed distributed information regarding the Texas Student Housing Authority (TSHA) Community College Graduate Application that will be forwarded to Financial Aid for availability to TSTC students.

The Texas Department of Transportation has scheduled a public meeting on February 24, 2005 regarding the proposed Trans-Texas Corridor TTC-35 Oklahoma to Mexico/Gulf Coast at the Bellmead Civic Center.

Information was distributed regarding the Waco Chamber of Commerce Weekly E-Newsletter promoting the McLennan Community College (MCC) Foundation Scholarship Night scheduled March 3, 2005.

Discussion of excess litter and cigarette butts around campus buildings was discussed.

Action: Marketing and Communications will develop an “Anti-Litter and Clean-Up” campaign for the campus, which will include enforcement according to Waco City Ordinance.

Dr. Darline Morris reported that ZogoTech is in the process of developing specialization features for campus data requirements and the file server is to be delivered this week. She will continue to oversee the implementation.

The agenda for students who have not applied for Financial Aid will be deferred for President Stuckly to discuss at a future meeting.

Charles Reed provided an update on memorial scholarships developed for the college through the Scholarship Committee.

Mr. Reed displayed an appreciation plaque from the visit and tour of students from The University of Texas at Austin Community College Leadership Program (CCLP) on February 9, 2005.

Information was distributed regarding the McLennan Community College Board Election detailing their enrollment figures, the annual effect to homeowners, and voting schedules.

The President’s Office will schedule Rhett Reddell, Safety Director, for a 15-Passenger Van Training session following an upcoming Executive Team meeting for members that

have not completed the training. Carrie Gayeske, Eliska Flores and Alexis Neumann have completed the training session.

The meeting adjourned at 10:20 a.m.