

**PRESIDENT'S CABINET  
MINUTES  
Monday, March 12, 2007  
8:30 a.m.**

**Present:** Elton Stuckly, Pam Price, Fred Khozein, Carrie Gayeske, Carliss Hyde, Dr. Darline Morris, Richard Wheet, Jake Beaver and Kathy Podsednik.

**Guests:** Sandy Pulliam, representing Charles Reed  
Jan Osburn, representing Alexis Neumann

**Absent:** Charles Reed  
Alexis Neumann  
Student Government Association Representative

**Elton Stuckly**

Elton Stuckly called the meeting to order at 8:30 a.m.

**Fred Khozein**

Fred Khozein distributed the 24x7 national publication of an article entitled "Opening Doors" by Carol Daus. Roger Bowles, TSTC Waco Program Chair for Biomedical Equipment Technology and Medical Imaging Systems Technology, provided input to the editor of the publication. TSTC is highlighted several times in the article for providing excellent training and internship opportunities for biomedical equipment technicians in the health industry.

**Alexis Neumann (represented by Jan Osburn)**

Jan Osburn distributed the draft of the 2007-2008 TSTC Waco college calendars, which is lacking various dates for campus events.

**Action:** Updates and input to the draft of the 2007-2008 TSTC Waco college calendar should be sent to Jan Osburn, Director of Marketing and Communications, by 5:00 p.m. on Friday, March 23, 2007.

After review and comparisons for the selection of a video service to contract for new marketing strategies for the major programs on the TSTC Waco campus, Marketing and Communications has awarded Vertigo Entertainment with this initiative. The video service will begin filming on the campus on March 19, 2007 and have agreed for Marketing to secure still photography during the filming of the videos, which will be used for recruiting purposes.

**Action: Vertigo Entertainment will begin filming the new marketing videos for all the major programs on the TSTC Waco campus on March 19, 2007.**

### **Pam Price**

The TSTC Waco Bookstore will be closed Friday, April 13, 2007 through Monday, April 16, 2007 for the installation of a new point-of-sale (POS) system to support future growth of the bookstore and provide inventory/reordering control. The new equipment will be installed in the Student Services Center (SSC) switch room.

**Action: The TSTC Waco Bookstore will be closed Friday, April 13, 2007 through Monday, April 16, 2007 for the installation of a new point-of-sale (POS) system.**

Pam Price reported the budget to be slightly under 50% of the overall budget as of the end of February 2007. Ms. Price reported on the strategic use of salary savings and the unpredictability of increased utility costs, which have had a major impact on the budget the past couple of years.

### **Charles Reed (represented by Sandy Pulliam)**

Sandy Pulliam displayed a sample of the 60 copies of the Emergency Evacuation Route posters that will be distributed and placed on display in all campus buildings.

**Action: Approximately 60 Emergency Evacuation Route posters will be distributed by the Physical Plant staff for placement at all entrance and exits in campus buildings.**

Sandy Pulliam will evaluate the total of remaining Carl Perkins funds not designated for essential expenditures and verify if the funds can be used for the Marketing and Communications video services for recruiting purposes.

### **Elton Stuckly**

President Stuckly distributed the Texas Higher Education Coordinating Board (THECB) announcement of the Statewide Discipline-Based Vertical Teams for Phase I for the development of Texas' College Readiness Standards. The teams were established in accordance with House Bill 1 from the 79th Texas Legislature, Special Called Session. A total of four content area Teams of 10 members each (24 higher education and 16 from public education) have been appointed and are presently meeting on this initiative.

**Action: The Texas Higher Education Coordinating Board (THECB) announced the team membership for the Statewide Discipline-Based Vertical Teams for Phase I for the development of Texas' College Readiness Standards in compliance with House Bill 1 from the 79<sup>th</sup> Texas Legislature, Special Called Session. The draft of standards will be published in September 2007.**

The University of Texas at Austin Community College Survey of Student Engagement (CCSSE) offered the college participation in a Fall 2007 pilot test of a new survey titled the *Survey of Entering Student Engagement (SENSE)*. The survey is to be administered within the fourth and fifth weeks of the fall academic term. The survey will focus on institutional practices and student behaviors in the earliest weeks at the college.

**Action:** **Dr. Darline Morris will complete the pilot test participation agreement by March 16, 2007 deadline for TSTC Waco to participate in the new Fall 2007 *Survey of Entering Student Engagement (SENSE)* for the Community College Survey of Student Engagement (CCSSE) from The University of Texas at Austin. Institutions selected to participate in the new survey will be notified by April 2, 2007.**

The College for All Texas Foundation: Closing The Gaps provided a \$3,000 check for \$500 scholarships designated for TSTC Waco students who contributed their skills and talent to convert the cargo trailers into Mobile Go Centers.

**Action:** **The College for All Texas Foundation: Closing The Gaps provided a \$3,000 check for \$500 scholarships designated for TSTC Waco students who contributed their skills and talent to convert the cargo trailers into Mobile Go Centers. The foundation thanked the colleagues and students for their help in Texas' effort to reach the goals of *Closing the Gaps 2015*.**

President Stuckly distributed TSTC Waco's RUB (radical thinking, unconventional strategies and bizarre solutions) ideas submitted for LEAP 2007 for system wide innovation.

**Action:** **TSTC Waco's RUB (radical thinking, unconventional strategies and bizarre solutions) ideas submitted for LEAP 2007 for system wide innovation include: Stealth Marketing/Social Software; Alternative Course Delivery; Make Your Mark on Education; and For Profit Private Enterprise.**

President Stuckly discussed preliminary plans for the Leadership Alliance, Executive Cabinet meeting, Strategic Planning meeting and the Board of Regents meetings scheduled April 25-27, 2007 on the TSTC Waco campus. All campus departments are encouraged to begin clean up in preparation of visitors and tours scheduled on the campus. Locations for the Board of Regents reception were discussed.

Dr. Lucy McGregor, TSTC System Associate Vice Chancellor of Human and Organization Development, released the final five RUB (radical thinking, unconventional strategies and bizarre solutions) projects selected for LEAP 2007. The names of individuals interested in serving on one of these five projects should be directed to Alexis Neumann by 5:00 p.m. on Friday, March 23, 2007 for the combined list for TSTC Waco to be forwarded to Dr. McGregor by the April 2, 2007 deadline.

**Action:** **Individuals interested in serving on one the final five RUB (radical thinking, unconventional strategies and bizarre solutions) projects**

**for LEAP 2007 must notify Alexis Neumann by 5:00 p.m. on Friday, March 23, 2007 to be complied to system by April 2, 2007.**

L-3 Communications Integrated Systems announced organizational changes were distributed.

**Action: John E. (Ed) Boyington, Jr., Site Executive for L-3 Communications Waco, Texas facility and Vice President of Federal Programs, will assume the President's role at the Vertex Aerospace subsidiary based in Madison, Mississippi. Michael L. Holmes, General Manager of L-3 Flight International, will assume Boyington's position in Waco, Texas at the Site Executive.**

Ron Sanders, Associate Vice President for Student Learning, provided an updated status to initiate and sustain local high school technical centers for dual credit offerings. These schools include Midway, McGregor, Belton, Hutto, Marlin area, Southern Falls/Milam counties and Hill County. Information will be forwarded as it is developed.

The deadline for preparing materials for the TSTC Board of Regents meeting is March 23, 2007.

**Action: The deadline for preparing materials for the TSTC Board of Regents meeting is March 23, 2007.**

Pam Price will administer President Stuckly's duties this afternoon, March 12, 2007 to cover his vacation absence.

President Stuckly and Pam Price will contact Ray Rushing, TSTC System Legal Counsel, regarding on update of pending procedures on the structure issues in the John B. Connally building.

Information will be forthcoming on discussions with Sofia Strother, Director of Development, for a Capital Campaign to be established to raise funds for a new Learning Resource Center on the TSTC Waco campus.

The meeting adjourned at 9:35 a.m.