

**AMARILLO COLLEGE BOARD OF REGENTS  
MINUTES OF REGULAR BOARD MEETING  
February 24, 2009**

**REGENTS PRESENT:** Ms. Michele Fortunato, Chair; Mr. Prenis O. Williams, Vice Chair; Mr. John D. Hicks, Secretary; Ms. Lilia B. Escajeda; Mr. Carroll M. Forrester; Mr. Don L. Nicholson; Dr. Gene Norman; and Dr. David C. Woodburn

**REGENT ABSENT:** Mr. H. Bryan Poff

**OTHERS PRESENT:** Mr. Robert Austin, Dean of Enrollment Management; Mr. Terry Berg, Dean of Finance & Administrative Services; Dr. Laura Grandgenett, Information Technology Chief Information Officer; Mrs. Ellen Green, Dean of College Communications and Marketing; Dr. Paul Matney, Acting President; Ms. Danita McAnally, Dean, Assessment and Development; Mr. Jerry Moller, Acting Vice President and Dean of Instruction; and Mrs. Damaris Schlong, Dean of Workforce & Economic Development

Mr. Zach Ambold, representing *The Ranger*  
Dr. Claudie Biggers, representing Faculty Senate  
Mrs. Joy Connors, President, Administrators Association  
Mr. Bruce Cotgreave, Director, Physical Plant  
Mrs. Linda Hendrick, Dir. of Telecommunications, Information Technology Systems  
Ms. Joyce Hinsley, Amarillo College Retiree  
Dr. Richard Hobbs, Professor, Physical Sciences  
Dr. Martha Howell, Director, Texas Panhandle Clinical Simulation Center  
Dr. Lana Jackson, President, Faculty Senate  
Ms. Jackie Kingston, representing KVII-TV, Channel 7  
Mr. Justin Lawlis, President, Student Government Association  
Ms. Patsy Lemaster, Associate Dean, Center for Teaching and Learning  
Mrs. Lori Merriman, Executive Secretary, President's Office  
Mr. Brian Nixon, Director, eLearning Center  
Mr. David Pittman, representing *Amarillo Globe-News*  
Mrs. Brenda Sadler, Exec. Asst., Pres's Off. and Asst. Secy. to the Board of Regents  
Mr. Robert Sanders, Legal Counsel  
Mrs. Vickie Shelton, Director, Purchasing  
Mr. Allen Shifrin, Amarillo College Retiree  
Mr. John Smoot, Assistant Director, Texas Panhandle Clinical Simulation Center  
Mr. Jack Stanley, Division Chair, Sciences and Engineering  
Mr. Lynn Thornton, Director of Administrative Services/Human Resources  
Dr. Kathy Wetzel, Department Chair/Professor, Mathematics  
Mr. Corey Willis, representing Classified Employees Council  
Mrs. Katharine Willis, Amarillo College Retiree  
Mr. Collin Witherspoon, Instructor, Mathematics  
Mr. Joe Wyatt, Communications Coordinator, College Relations  
Mr. David Ziegler, Assistant Director, Physical Plant

The meeting was called to order by Ms. Fortunato, Chairman. She welcomed all present and asked if there were any public comments: several AC retirees wished to address the Board; they were asked to hold their comments until later in the meeting. Mr. Williams gave the invocation; then there was a moment of silence for the family of Dr. Steven Jones.

Minutes of the Amarillo College Board of Regents Regular Meeting of February 24, 2009**MINUTES APPROVED:**

Mr. Williams moved, seconded by Ms. Escajeda, to approve minutes of the regular meeting of January 27, 2009. The motion carried unanimously.

**STUDENT GOVERNMENT ASSOCIATION REPORT:**

Justin Lawlis, president of SGA, offered condolences in the recent death of Dr. Steven Jones. He distributed brochures regarding the upcoming Distinguished Lecture Series speaker, John Walsh, host of America's Most Wanted. Mr. Walsh will be here on March 5.

**EXTENSION OF EDUSERVE CONTRACT APPROVED:**

On October 28, 2008, the Board approved an extension of the EduServe contract through March 31, 2009 in order to complete the search for a new permanent CIO, and have the successful candidate report for work by that date. The search is complete but the successful candidate, Lee Colaw, will not be able to report for work until July 1, 2009. We are requesting an extension of the EduServe contract until June 30, 2009 to ensure a smooth transition of the CIO position. The cost of the extension will be \$23,655.00 per month. Funds are available from the 2008-2009 Budget.

Mr. Nicholson moved, seconded by Dr. Woodburn, to approve the Extension of the EduServe Contract until June 30, 2009. The motion carried unanimously.

**EDUCATION REPORT – NASA FACULTY TRAINING:**

Dr. Matney introduced Collin Witherspoon and Dr. Richard Hobbs who made a recent trip to Houston to visit NASA. They brought back information to share with junior high and high school students; especially information regarding the aeronautics scholarship program. The program allows students and teachers at various grade levels to interact with NASA to possibly spark an interest in math, science and engineering. Amarillo College was one of three community colleges to be invited. Witherspoon was on a team which experimented with zero gravity during a flight to test scientific theories. It was a two-hour flight which went up to 36,000 feet at the highest point. Hobbs reported that every team had a member of the NASA engineering staff who was working on the next NASA flight design. On March 19-20, several faculty and nine students will go back to NASA.

**STRATEGIC PLAN UPDATE:**

Ms. McAnally discussed the February 2009 Strategic Plan Board report. Goal 1: Develop responsive new programs and training to meet documented community needs. There are seven completely online programs and twenty programs with 80-95% online. The Strategic Plan for Distance Learning is under development. Faculty and administrators provided input for a small writing team to draft the Strategic Plan; Ms. McAnally plans to have a finalized draft for the Board in May. Partners for online offerings are Gatlin Education Service – business and healthcare and 360 – insurance, finance and intervention programs. Faculty will be participating in a Community College Student Engagement Survey in March; results will be available in July. “Digital communities” or virtual communities are being pursued in concept under development for Title V grant application; Angel LMS software may allow greater student collaboration and

**STRATEGIC PLAN UPDATE Continued:**

communication. Ninety percent of all student services are available online. The online bookstore should be completed by June. The federal government requires branded debit cards for disbursing federal student financial aid; Amarillo College began this effort in January 2008. Amarillo College's Workforce Development Division along with Amarillo EDC and Amarillo ISD identified four targeted career clusters as a result of business and industry focus groups and interviews in June 2008; Pursuing Real Opportunities (PRO) became a reality in October 2008. Expanded access to online courses was primarily driven by branch campuses.

**CONSENT AGENDA APPROVED:****A. APPOINTMENTS:**AdministratorsNixon, Brian – Director of eLearning Center

Effective Date: February 06, 2009

Salary: \$66,500.00 per year for 12 months full-time

Qualifications: M.S., Champlain College, Burlington, Vermont  
B.S., Austin College, Sherman, Texas

Experience: 18 years related work

Replacement for: Robert Sloger

**Bio:** Brian Nixon comes to Amarillo from Jericho, Vermont where he has spent the last 18 years as President of his own company, Black Lab, Inc. Black Lab is a consulting and production company specializing in e-learning and multimedia development. Mr. Nixon earned a Bachelor of Science degree in Biology from Austin College in Sherman, Texas and a Master of Science in Managing Innovation and Information Technology from Champlain College in Burlington, Vermont.

FacultyCarlisle, Walker Nolan – Instructor, Mathematics

Effective Date: January 12, 2009

Salary: \$37,165.00 per year for 9 months full-time

Qualifications: M.S., University of Washington, Seattle Washington  
B.S., Texas A&M University, College Station, Texas

Experience: 2 years related work

Replacement for: Julia Davis

**Bio:** Walker Nolan Carlisle graduated Cum Laude from Texas A & M University with Bachelor of Science degrees in Chemical Engineering and Mathematics. In August, Mr. Carlisle completed a Master of Science in Mathematics at the University of Washington in Seattle where he worked as a teaching assistant.

Moseley, Bruce A. – Instructor, Paralegal Studies

Effective Date: January 12, 2009

Salary: \$44,217.00 per year for 9 months full-time

Minutes of the Amarillo College Board of Regents Regular Meeting of February 24, 2009

## APPOINTMENTS Continued:

Qualifications: J.D., St. Mary's University School of Law, San Antonio, Texas  
B.B.A., University of North Texas, Denton, Texas

Experience: 1 year related work

Replacement for: Sharla Miller-Fowler

**Bio:** Bruce A. Moseley earned a Bachelor of Business Administration from the University of North Texas in Denton and a Doctor of Jurisprudence from St. Mary's University School of Law in San Antonio. Mr. Moseley is currently working as an Associate Attorney with the Law Office of Chris Steward, P.C. in Amarillo and has previously served internships with the Texas Court of Criminal Appeals, the Office of the Texas Attorney General, and the U.S. District Court for Western District of Texas.

## B. BIDS AND PROPOSALS:

● REQUEST FOR PROPOSAL NO. 1208 – RE-ROOFING PROJECT, COLLEGE UNION BUILDING

RFP No. 1208, for re-roofing the College Union Building, located on the Washington Street Campus, was advertised in the newspaper. Project documents were received by eight contractors. A tabulation of the proposals received is attached at page 112.

It was recommended to award Proposal No. 1208 to Construction Services, the low proposer to the specifications for the amount of \$180,000.00.

Funds for the project are available in the 2008-2009 A & I Budget.

● REQUEST FOR PROPOSAL NO. 1209 – RE-ROOFING PROJECT, DURRETT HALL

RFP No. 1209, for re-roofing and repairs of Durrett Hall, located on the Washington Street Campus, was advertised in the newspaper. Project documents were received by eight contractors. A tabulation of the proposals received is attached at page 113.

It was recommended to award Proposal No. 1209 to Parsley's Sheet Metal & Roofing Co., Inc., the low proposer to the specifications, for the amount of \$34,113.00.

Funds are available in the 2008-2009 A & I Budget.

● REQUEST FOR PROPOSAL NO. 1210 – RE-ROOFING PROJECT, BUSINESS & INDUSTRY CENTER

RFP No. 1210, for re-roofing the Business & Industry Center, located on the Polk Street Campus, was advertised in the newspaper. Project documents were received by eight contractors. A tabulation of the proposals received is attached at page 114.

It was recommended to award Proposal No. 1210 to Parsley's Sheet Metal & Roofing, Inc., the low proposer to the specifications, for the amount of \$234,495.00.

Funds are available in the 2008-2009 A & I Budget.

**BIDS AND PROPOSALS Continued:**

Dr. Woodburn moved, seconded by Mr. Nicholson, to approve the Consent Agenda. The motion carried unanimously.

**REQUEST FOR PROPOSAL NO. 1195 – 2007 BOND PROJECT, STEVEN W. JONES HALL FOR AMARILLO COLLEGE, WEST CAMPUS APPROVED:**

This new structure will house the Nursing and Dental Programs. Proposal package includes general conditions, site demolition, site work, building pad, concrete foundation and slab, rebar, structural steel, bar joist, stairways, and other miscellaneous steel components. The project will also include masonry, roofing, carpentry, interior finishes, elevator, mechanical, electrical, landscaping, parking and new entrance off of Quail Creek, and other items to complete the construction of Jones Hall.

Project was advertised in the newspaper for sub-contractors and suppliers, by Page & Associates, Inc., Construction Manager-at-Risk (CMR). Project is scheduled to be completed by the 2010 fall semester.

Page & Associates, Inc. provided a Guaranteed Maximum Price of \$9,776,490.00. Funds are available in the 2007 Bond Budget.

Dr. Woodburn moved, seconded by Mr. Nicholson, to approve the Guaranteed Maximum Price of \$9,776,490.00 for the Steven W. Jones Hall. The motion carried unanimously.

**SIM CENTRAL PURCHASE REQUEST APPROVED:**

As reported at the January Board meeting, Sim Central will become operational for fall 2009 classes. In order to meet this deadline, equipment needs to be purchased and installed prior to that time.

The administration recommended purchase of equipment and supplies with an estimated cost of \$750,000.00. The equipment will be used to equip three simulation bays at Sim Central at the Wallace Boulevard Simulation Building. Additional equipment purchases will be brought to the Board at a later date to fulfill the \$1.0 million commitment Amarillo College has made toward furnishing Sim Central.

The cost of the equipment will be funded through Bond proceeds and the funds will be expended from March through August 2009. The equipment will be purchased in five groups; simulators, computer control equipment, room fixtures, consumable items, and miscellaneous equipment.

The administration requests permission to purchase the equipment for Sim Central up to \$750,000.00.

Ms. Escajeda moved, seconded by Mr. Hicks, to approve purchase of equipment for Sim Central. The motion carried unanimously.

Minutes of the Amarillo College Board of Regents Regular Meeting of February 24, 2009**FINANCIAL REPORT ACCEPTED:**

The financial statements as of January 31, 2009 are attached at pages 115 through 124.

Revenue

We are 5/12ths of the way through the fiscal year; we have received \$25.7 million or 52%.

Expenditures

We have expended \$18.9 million or 38%.

Auxiliary Enterprises

Bookstores are \$16,000 above this time last year. Rental property is down \$37,000 from last year.

Restricted Funds

State grants and contracts have decreased \$260,000. Public service has decreased \$146,000 due to KACV's digital conversion.

Cash and Investments

\$57.6 million; \$19.7 million (bond) – January 2009; \$36.1 million – January 2008; \$32.8 million – January 2007.

Alterations & Improvements

\$451,492 has been spent out of \$1.7 million projected cost.

Tax Schedule

\$17,059,598 was budgeted; \$11.9 million has been collected.

Bond Expenditures

\$2.5 million has been spent out of an estimated \$34.4 million.

Mr. Hicks moved, seconded by Mr. Nicholson, to accept the financial reports. The motion carried unanimously.

**PRESIDENT'S REPORT:**

Tomorrow we will celebrate Dr. Steven W. Jones' life and legacy with the groundbreaking of Steven W. Jones Hall on the West Campus. His family will be our guests; it will begin at 2:00.

On February 4, nine SGA students and three sponsors visited with our legislators at the Capitol in Austin for Community College Day.

There are 9,900 credit students enrolled this spring; 49,000 in Continuing Education.

Dr. Matney reported that AC is about to embark on the budget process for FY 2010; he expressed that the legislative session may be challenging this year.

Minutes of the Amarillo College Board of Regents Regular Meeting of February 24, 2009**PRESIDENT'S REPORT Continued:**

The Texas Higher Education Coordinating Board requested community colleges submit requests from the Stimulus Package to cover a project to improve existing structures. We did apply for funds.

Amarillo College has met with AISD and AEDC employees regarding Pursuing Real Opportunities (PRO). They have toured manufacturing corporations.

Dr. Matney introduced Brian Nixon, new director of e-Learning.

The CIO of Information Technology, Lee Colaw, will report for work in early July.

**REGENTS' REPORTS, COMMITTEES, AND COMMENTS REGARDING AC AFFILIATES:**

AC Foundation - Ms. Escajeda reported that there was a meeting last month and they are concerned about the lack of donations. They will be awarding scholarships soon; scholarship application deadline is March 1.

Tax Increment Reinvestment Zone (TIRZ) – Ms. Escajeda said that the committee approved another project; the Panhandle Fruit Company.

Ms. Escajeda told of attending the Hereford Chamber of Commerce Banquet; they appreciated Amarillo College being a presence.

Art Force – Dr. Woodburn said they are offering the cooking classes again; everyone needs to sign up early.

AC Investment Committee – Mr. Nicholson reported that there would be a meeting in March.

**PUBLIC COMMENTS:**

Dr. Matney excused himself from the meeting. Three retired Amarillo College employees, Allen Shifrin, Katharine Willis and Joyce Hinsley, spoke on behalf of Dr. Matney and his application for the AC Presidency. They also discouraged hiring a consultant firm to do a nation-wide search for AC's next President. The Board thanked them for their comments.

**CLOSED SESSION:**

At 7:10 p.m., Ms. Fortunato announced there would be a closed meeting to afford an opportunity for the Board to consider issues concerning the appointment, employment, and duties of the President together with the present and future status of the Office of President pursuant to Section 551.074, Texas Government Code.

At 8:05 p.m., Ms. Fortunato called the Amarillo College Board of Regents meeting back into open session.

Mr. Hicks made the following motion, "I move that we defer interviewing or hiring an outside consultant at this time and that we notify the consultants that the Board is going to evaluate an

internal candidate and, in accordance with Board policy the chairman shall appoint an advisory committee to evaluate the application of any internal candidates for the position of College President and that such advisory committee shall properly review the applications consistent with customary practices of evaluating any candidate for the position and make a recommendation to the Board for its consideration.” Mr. Nicholson seconded the motion. The motion carried unanimously.

**ADJOURNMENT:**

There being no further business, the meeting was adjourned.

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John D. Hicks, Secretary





























