

**AMARILLO COLLEGE BOARD OF REGENTS  
MINUTES OF REGULAR BOARD MEETING  
March 22, 2011**

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

**OTHERS PRESENT:** Mr. Robert Austin, Vice President of Student Affairs; Mr. Terry Berg, Vice President of Business Affairs; Mr. Lee M. Colaw, Chief Information Officer; Mrs. Ellen Robertson Green, Chief of Communication and Marketing; Dr. Paul Matney, President; and Ms. Danita McAnally, Chief of Planning and Advancement

Dr. Carol Buse – President, Faculty Senate  
Mrs. Olga Bustos – representing Classified Employees Council  
Mr. Richard Constancio – Representative from Shiver-Megert  
Mr. Bruce Cotgreave – Director, Physical Plant  
Mr. Bill Crawford – Dean of Health Sciences  
Mrs. Kim Davis – Director, Continuing Education  
Mr. Daniel Esquivel – Executive Director, Hereford Campus  
Dr. Shawn Fouts – Dean, Career and Technical Education  
Mrs. Pamela George – Assistant Professor, Home Economics  
Mrs. Toni Gray – Director, Criminal Justice  
Mr. Matt Hamilton – representing KVII – Channel 7  
Ms. Kim Mell-Silvia – Amarillo College student  
Mrs. Lori Merriman – Executive Secretary, President's Office  
Mrs. Sheryl Mueller – Division Chair, Nursing  
Ms. Anne Nail – Department Chair, Management  
Mr. Anthony Najar – President, Student Government Association  
Dr. Richard Pullen – Professor, Associate Degree Nursing  
Mr. Yann Ranaivo – representing *Amarillo Globe News*  
Mr. Greg Rohloff – representing *Amarillo Independent*  
Mr. Mark Rowh – Assistant Professor, Nuclear Medicine  
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. Lynn Thornton – Director, Administrative Services/Human Resources  
Mr. Paul Timmens – representing KAMR – Channel 4  
Mr. Eric Wallace – Coordinator, Intervention Program, Criminal Justice  
Mr. Joseph Wyatt – Communications Coordinator, College Relations  
Mr. David Ziegler – Assistant Director, Physical Plant

The meeting was called to order by Mr. Williams, Chairman. He welcomed all present and asked if there were any public comments. Mr. Nicholson gave the invocation.

**MINUTES APPROVED:**

Mr. Hicks moved, seconded by Mr. Nicholson to approve minutes of the regular meeting of February 22, 2011. The motion carried unanimously.

Minutes of the Amarillo College Board of Regents Regular Meeting of March 22, 2011**STUDENT GOVERNMENT ASSOCIATION REPORT:**

Anthony Najar, SGA president, reported that SGA is preparing for the SGA Conference they will attend in two weeks. They will enter competitions and have been nominated for Chapter of the Year and SGA member, Hanna Osteen, has been nominated as Student of the Year.

**PROFESSOR EMERITUS NOMINATION APPROVED:**

Pamela George and Anne Nail presented the 2011 Professor Emeritus nomination of Willie Weaver to the Board of Regents and recommended approval status. Willie Weaver taught at Amarillo College from 1973-2000; he served as Department Chair of Management; he was nominated for the Piper Professor and Who's Who in National Teaching; he worked with city businesses and industries; taught AC classes at SPS for 13 years; he was the coordinator for the management program at Pantex; and taught classes in Hereford.

Mr. Nicholson moved, seconded by Mr. Hicks to approve the Professor Emeritus nomination of Willie Weaver. The motion carried unanimously.

**EDUCATION REPORT – NURSING & ALLIED HEALTH PROGRAMS:**

Sheryl Mueller, Division Chair of Nursing, gave a PowerPoint presentation about the Nursing Division which is made up of Vocational Nursing (VN) and Associate Degree Nursing (ADN) programs. VN is a one-year certificate program; two general education pre-requisites – A&P I and nutrition; and a math test eligibility. ADN offers three different programs: 1) Traditional generic track – 5 semester program (28 months); no general education pre-requisites; eligible scores on HESI A2 exam, 2) Fast forward ADN track – 18 month program; 7 general education pre-requisites; eligible scores on HESI A2 exam; GPA of 3.0 in general ed pre-requisites, 3) Fast forward transition track – 12 month program; eight general education pre-requisites; and eligible scores on HESI A2 exam. There are five full-time VN faculty; current enrollment is 57 in Level I and 49 in Level II. Employment of VN graduates is much faster than average growth; very good overall job prospects; salaries of these nurses in Amarillo are \$17.25 which is only \$2.00 below state hourly mean wage. The ADN program is the largest single program at AC. There are 563 students enrolled in at least one nursing course in spring 2011; 17% increase since spring 2009 and 37% increase since spring 2004; there are over 800 declared majors in spring 2011. There were 87 graduates in December 2010 and 85 are anticipated in May 2011. Nationally, there are excellent overall job prospects; greatest employment growth expected in physicians offices, home health care services, nursing care facilities and employment services – not hospitals. In Texas only 16% of hospitals reported hiring fewer newly-licensed RNs due to fewer applicants or budget cuts. In Amarillo, there was employment slowdown in some clinical areas; greater selectivity by some employers; and longer time frame for new graduates to find “desired” employment. Salaries nationally are \$31.99 hourly mean wage as compared to \$28.02 hourly mean wage for Amarillo. Currently, there are 27 full-time ADN faculty plus the director. The West Campus Wellness Roundup will be held April 5.

Bill Crawford, Dean of Health Sciences, reported that the School of Biomedical Arts and Sciences began in fall 1968 and moved into the Technology Building; in 1974 they moved to West Campus; in 1980 they changed from School of Biomedical Arts and Sciences to the Allied Health Division. There are 18 Allied Health Sciences programs: Dental Assisting; Dental Hygiene; Emergency Medical Services – Emergency Medical Technician; Emergency Medical

Minutes of the Amarillo College Board of Regents Regular Meeting of March 22, 2011**EDUCATION REPORT – NURSING & ALLIED HEALTH PROGRAMS Continued:**

Services – Paramedic; Medical Data Specialist – Coding; Medical Data Specialist – Transcription; Medical laboratory Technology; Mortuary Science – Funeral Service Director; Mortuary Science – Embalmer; Nuclear Medicine Technology; Occupational Therapy Assisting; Pharmacy Technician; Physical Therapist Assisting; Radiation Therapy; Radiography; Respiratory Therapy; Sonography; and Surgical Technology.

**REVIEW OF COLLEGE WEBSITE:**

Ellen Robertson Green and Joe Wyatt reviewed the AC website. The home page is a marketing tool. College Relations spends most of their time on the search engine websites. David White works on Face Book and Twitter sites. Five AC programs were selected to put on search engine marketing for a year. One of the programs was Paralegal. A tour of the home page was given; a click on the calendar and live chat and then Cost Savings Suggestions; next, guidelines for participation; one submits suggestions; others view suggestions. Mr. Wyatt is the writer of most things that appear on the web.

**BOND CONSTRUCTION UPDATE:**

The Board of Regents was updated on the current status of proposed construction projects. The Board was also presented with an overview of the Allied Health Building renovations. Mr. Cotgreave and Richard Constancio, Shiver-Megert, discussed the upcoming schedule of Allied Health program classrooms and building renovations and timelines. The building will have to undergo asbestos removal. The asbestos abatement will take about two weeks and will begin May 1. All renovations should be completed by the end of January 2012.

**CONSENT AGENDA APPROVED:****A. APPOINTMENTS:****Administrators****Clunis, Tamara T.** – Dean of Academic Success

Effective Date: June 01, 2011

Salary: \$82,000.00 per year for 12 months full-time

Qualifications: Ph.D., Texas State University, San Marcos, Texas

M.A., Texas State University, San Marcos, Texas

B.A., University of Texas, Austin, Texas

Experience: 5 years related work

Replacement for: Judy Johnson

Note: New position title and responsibilities

**Bio:** Tamara Clunis earned a Bachelor of Arts in History from the University of Texas and a Master of Arts in Developmental and Adult Education and a Ph.D. in Adult, Professional, and Community Education from Texas State University in San Marcos. Ms. Clunis has worked as Grant Director at Texas State University, Associate Professor in Developmental Reading at Austin Community College, Curriculum Director and Senior Instructor for the U.S. Military Academy Preparatory School in New Jersey, and

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most  
APPOINTMENTS Continued:

recently Director of Developmental and Adult Basic Education with the Texas Higher Education Coordinating Board.

FacultyRoss, Angie G. – Instructor, Associate Degree Nursing

Effective Date: February 21, 2011

Salary: \$37,811 per year for 9 months full-time

Qualifications: A.D.N., North Hennepin Community College, Brooklyn Park, Minnesota

Experience: 3 years related work

Note: New position approved in the 2010-2011 budget. Salary will be pro-rated beginning February through August 2011.

Bio: Angie Ross earned an Associate Degree in Nursing from North Hennepin Community College in Minnesota and anticipates completion of Master of Science in Nursing Education from West Texas A&M University in May. Ms. Ross has been working as a part-time instructor in the Amarillo College Nursing program and previously served as the charge nurse on the Medical/Surgical floor at the Hereford Regional Medical Center.

**B. BUDGET AMENDMENT:**

A budget amendment for approval by the Board is attached at page 140.

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

**SALE OF COUNTY PROPERTY OBTAINED THROUGH SHERIFF'S SALE AUTHORIZED:**

Properties foreclosed for taxes and sold at a "Sheriff's Sale" must sell for a minimum bid which is the lower of the adjusted value or the taxes due plus costs of the sale. In some cases this puts the price above what people will pay at a "Sheriff's Sale." Those properties which do not sell are then held in trust by the county/school tax office. The law provides that they can be offered for sale by sealed bids or auction without a minimum bid at a later date. A listing of those properties is attached at pages 141 through 145. Board approval is required because the properties are held in trust by Potter County.

The Potter County Tax Assessor/Collector recommends acceptance of these bids as this puts the property back in production and on the tax rolls. The motion should authorize the Chairman of the Board of Regents to execute the Tax Deeds transferring these properties to the successful bidders.

Ms. Fortunato moved, seconded by Dr. Woodburn to authorize the chair of the Board of Regents to execute the Tax Deeds transferring these properties to the successful bidders. The motion carried unanimously.

Minutes of the Amarillo College Board of Regents Regular Meeting of March 22, 2011**TUITION AND FEE INCREASE APPROVED:**

The administration presented data and a recommendation to increase tuition and fees effective fall 2011. Following are the recommendations:

**Effective fall 2011****Academic:**

Increase In-District Tuition	\$ 4.00
Increase General Fee	\$ 3.00
Increase Out-of-District Fee	\$14.00
Increase Out-of-State Tuition	\$24.00

Increase the Dual Credit fee – \$15.00/credit hour.

Increase Distance Learning Fee by \$5/course. Distance Learning Fee will be added to hybrid and enhanced on-line classes.

Establish a fee for Rider 50 classes (Unfunded Credit Hours). Set fee at \$50/credit hour.

**Continuing Education:**

Continuing Education (Funded & Non-Funded) from \$2.30 to \$2.60 per contact hour  
Personal Enrichment from \$2.50 to \$2.80 per contact hour

Mr. Nicholson moved, seconded by Mr. Forrester to approve the fall 2011 tuition and fee increases. The motion carried unanimously.

**FINANCIAL REPORT ACCEPTED:**

The financial statements as of February 28, 2011 are attached at pages 146 through 155.

**Revenue**

We are half way through the fiscal year. We have received 61% of our total budgeted revenue; \$14.3 million in tuition and fees or 86%.

**Expenditures**

We have spent 46% of the \$51.9 million amended fiscal 2011 budget.

**Auxiliary Enterprises**

Bookstores' net profit is \$393,000; rental property net profit is \$327,164; employee tuition scholarships are at \$95,892.

**Restricted Funds**

Federal grants and contracts are up \$1,260,092; state grants and contracts are down \$335,893; local grants and contracts are about even; and KACV grants and contracts are up \$405,446.

Minutes of the Amarillo College Board of Regents Regular Meeting of March 22, 2011**FINANCIAL REPORT ACCEPTED Continued:****Cash and Investments**

\$61.7 million total minus \$17.5 million (bond) = \$44.2 million – February 2011; \$58.7 million total minus \$17.6 million (bond) = \$41.1 million – February 2010; \$57.7 million total minus \$18.8 million (bond) = \$38.9 million – February 2009.

**Alterations & Improvements**

There has been \$490,000 in actual expenditures out of the \$1.5 million projected cost or 33%.

**Tax Schedule**

\$17,683,358 has been collected out of \$18,315,475 budgeted with \$632,117 left to be collected.

**Bond Expenditures**

\$37.7 million has been spent out of an estimated \$53.1 million.

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

**PRESIDENT'S REPORT:**

The Hereford Campus Expansion Planning Regents Committee of Mr. Forrester, Mr. Nicholson, and Dr. Woodburn will meet soon.

The Bill and Melinda Gates Foundation PPS Planning grant is on target; the application will be submitted in April.

Amarillo College received notification of acceptance into the 'Achieving the Dream' initiative.

Recently, Dr. Matney conducted four Listening and Learning Sessions with AC employees to discuss the upcoming budget.

Dr. Lowery-Hart and Dr. Matney have met with Continuing Education employees and will formulate a plan in a couple weeks.

AEDC has been asked for a significant amount to fund the Electronic Lineman program and for machining equipment.

The State House continues working diligently on House Bill 1.

The Harrington Fellows/UT Faculty and Graduate Students will be on-campus on April 5 from 12:00 – 2:00.

Mrs. Robertson Green will be a recipient of a 2011 Distinguished Service Award at a Women's Forum Distinguished Service Award luncheon on March 26.

Dr. Matney referred to two articles at the Regents' places: *Using the Rainy Day Fund to Ensure our Recovery and Prosperity* from Center for Public Policy Priorities and *How 'Achieving the*

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*Dream' Helped a Community College Make Big* from the Chronicle of Higher Education.

**BOARD ASSIGNMENTS/REPRESENTATION ON COMMITTEES:**

It was necessary to make some Board assignment changes due to Regent Escajeda's resignation. The committee member changes include: Dr. Woodburn will replace Ms. Escajeda on the Tax Increment Reinvestment Zone (TIRZ) Committee; Dr. Norman will replace Dr. Woodburn on the Art Force Committee; Mr. Forrester, Mr. Nicholson, and Dr. Woodburn will serve on the newly named Board Committee for the Hereford Campus Expansion; and the new appointee to the Board of Regents, when named, will serve on the AMoA and the Standing Policies and Procedures Committees.

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

Ms. Fortunato discussed the AMoA telethon this coming Wednesday. On March 25, the AC & WTAMU faculty and student exhibition will have its opening; it will publicly run from March 26 – April 10.

Vme, a Spanish language service of KACV-TV will hold "Unleashing the Power of Media to Engage America's Latinos" workshop on April 7 in the Oak Room.

**CLOSED SESSION:**

At 8:15 p.m., Mr. Williams announced there would be a closed meeting in order that the Board of Regents might deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee. Also, another item was included in the agenda to provide the Board of Regents an opportunity to discuss and appoint a person to fill the vacancy on the Board of Regents created by the resignation of Ms. Lilia Escajeda.

At 9:30 p.m., Mr. Williams called the Amarillo College Board of Regents meeting back into open session. No action was taken on the item regarding personnel. Ms. Fortunato made a motion, seconded by Mr. Nicholson that Dr. Paul Proffer be appointed to fill the vacancy on the Board of Regents created by the resignation of Ms. Lilia Escajeda. The motion carried unanimously.

**ADJOURNMENT:**

There being no further business, the meeting was adjourned.

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Don L. Nicholson, Secretary



































