

**AMARILLO COLLEGE BOARD OF REGENTS  
MINUTES OF REGULAR BOARD MEETING  
February 21, 2012**

**REGENTS PRESENT:** Mr. John D. Hicks, Chair; Mr. Don L. Nicholson, Vice Chair; Mr. Carroll M. Forrester, Secretary; Ms. Michele Fortunato; Ms. Mary Jane Nelson; Dr. Gene Norman; and Dr. Paul L. Proffer

**REGENTS ABSENT:** 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. Russell Lowery-Hart, Vice President of Academic Affairs; Dr. Paul Matney, President; and Ms. Danita McAnally, Chief of Planning and Advancement

Mrs. Tina Babb – representing the Administrators Association  
Mr. Bruce Cotgreave – Director, Physical Plant  
Mr. Bill Crawford – Dean of Health Sciences  
Mrs. Kim Crowley – Director of Center for Continuing Healthcare Education  
Mrs. Kim Davis – Dean of Continuing Education  
Mrs. Val Hansen – Associate Professor, Respiratory Care  
Mrs. Shawna Lopez – Instructor, Pharmacy Technology  
Mrs. Cindy Manchester – Instructor, Diagnostic Medical Sonography  
Mrs. Jan Martin – Professor, Medical Lab Technology  
Mrs. Lori Merriman – Executive Secretary, President’s Office  
Mr. Anthony Najjar – President, Student Government Association  
Dr. Richard Pullen – Assistant Director, Associate Degree Nursing  
Ms. Tamara Rocsko – Continuing Professional Education Coordinator  
Mr. Greg Rohloff – representing *Amarillo Independent*  
Mr. Mark Rowh – Associate 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. Gus Vega – WTAMU Student  
Ms. Kathy Wheeler – representing Classified Employees Council  
Mr. Mark White – Sprouse, Shrader, Smith P.C.  
Mr. Joseph Wyatt – Communications Coordinator, College Relations  
Mr. David Ziegler – Assistant Director, Physical Plant

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

**MINUTES APPROVED:**

Mr. Nicholson moved, seconded by Dr. Proffer to approve minutes of the regular meeting of January 24, 2012. The motion carried unanimously.

**STUDENT GOVERNMENT ASSOCIATION REPORT:**

Tickets are now on sale for the Distinguished Lecture Series, speaker will be Jehan Sadat, widow of the late Egyptian president, Anwar Sadat. The lecture will be on March 1. SGA will be attending the State Convention in Austin in March. Anthony Najjar, president of SGA, offered coupon books which they are selling.

**EDUCATION REPORT – ALLIED HEALTH BUILDING CONSTRUCTION UPDATE:**

Bill Crawford, Dean of Health Sciences, spoke of the Allied Health Building renovation project on West Campus. There are 18 Allied Health programs. All of the programs housed in the AH building are pleased to have completion and gave testimony to their gratification. Jan Martin, Director of Medical Lab Technology, spoke of the faculty offices and labs and their new equipment. Mark Rowh, Director of Nuclear Medicine, spoke of patients being injected with radiation and the students now have more protection from those rays with a safety hood. Shawna Lopez, Director of Pharmacy Technology, said the program is accredited; they have a new lab with new computers. They simulate students inputting mock prescriptions; they use the lab as a hospital set-up; they make IVs; the program is a two semester program. There are 20-30 students in the program. Val Hansen, Director of Respiratory Care, spoke of oxygen therapy. The first lab was completed in 1974 and the program needed more space; they now have two simulation labs and two mechanical ventilators. Cindy Manchester, Director of Diagnostic Medical Sonography, reminded regents that this is a new program to Amarillo College. Students learn abdominal and obstetric sonography right now and they are also learning pediatric sonography. The JET grant paid for an ultrasound machine. Becky Burton is Director of the Radiography Program, but was unable to attend the meeting; Bill Crawford spoke about her program. It is a two-year program in which one becomes a certified x-ray technician after successful completion. The lab was totally renovated; they received three x-ray machines and digital photography equipment.

**CONTINUING EDUCATION CERTIFICATE IN MASSAGE THERAPY APPROVED:**

During the fall 2011, the Dean of Continuing Education, the Director, and the Continuing Professional Education Coordinator in the Center for Continuing Healthcare Education (CCHcE), explored the possibility of requesting Coordinating Board approval to offer a Continuing Education Certificate in Massage Therapy. The foundation of this research was based on the CCHcE staff receiving frequent requests from individuals within the community suggesting that Amarillo College should offer this certificate program. The program is a 500 hour, two semester program. A state and local labor market study and skills shortage analysis identified the need for skilled massage therapists, with potential growth in employment of between 19% and 23% between 2008 and 2018. This program will lead the student to a state license and a marketable skills certificate from Amarillo College. Kim Davis, Kim Crowley, and Tamra Rocsko presented their proposal to the Board. Attached at page 136 is the proposed curriculum.

Mr. Nicholson moved, seconded by Mr. Forrester to approve submission of the Continuing Education Massage Therapy Certificate program to the Texas Higher Education Coordinating Board. The motion carried unanimously.

Minutes of the Amarillo College Board of Regents Regular Meeting of February 21, 2012**CONSENT AGENDA APPROVED:****A. Appointments****Faculty****Corrigan, Cynthia S.** – Instructor, Mathematics**Effective Dates:** January 12, 2012 through August 31, 2012**Salary:** \$20,600.50 per year for 4.5 months full-time temporary**Qualifications:** M.S., West Texas A&M University, Canyon, Texas  
B.S., West Texas A&M University, Canyon, Texas**Experience:** 3 years related work**Replacement for:** Bobby May**Note:** Emergency hire – Employment will not continue beyond May 2012, but salary will be dispersed through August 2012.

**Bio:** Cynthia Corrigan earned Bachelor and Master of Science degrees in Mathematics from West Texas A & M University. Ms. Corrigan graduated from Tascosa High School and is returning to Amarillo from Vernon where she has been a mathematics instructor at Vernon College for the last three years. Ms. Corrigan also has experience as a part-time instructor at West Texas A&M University and Amarillo College.

**Moore, Brandon D.** – Instructor, Biology**Effective Dates:** January 09, 2012 through August 31, 2012**Salary:** \$29,055.50 per year for 4.5 months full-time temporary**Qualifications:** Ph.D., Washington State University, Pullman, Washington  
M.S., Arizona State University, Tempe, Arizona  
B.A., University of Colorado, Boulder, Colorado**Experience:** 15 years related work**Note:** Emergency hire – Employment will not continue beyond May 2012, but salary will be dispersed through August 2012.

**Bio:** Brandon Moore earned a Bachelor of Arts degree in Biological Sciences from the University of Colorado, a Master of Science in Botany from Arizona State University and a Doctor of Philosophy in Botany from Washington State University. Prior to coming to Amarillo College, Dr. Moore served ten years as an Assistant Professor at Clemson University and seven years as an Assistant Research Professor at the University of Nevada, Reno.

**B. BUDGET AMENDMENT:**

A budget amendment approved by the Board is attached at page 137.

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

**FINANCIAL REPORT ACCEPTED:**

The financial statements as of January 31, 2012 are attached at pages 138 through 147.

Minutes of the Amarillo College Board of Regents Regular Meeting of February 21, 2012**FINANCIAL REPORT ACCEPTED Continued:**Revenue

We are 5/12<sup>th</sup> into the year; we have received 55% of our total budgeted revenue; \$15.1 million in academic tuition and fees or 86%.

Expenditures

We have spent 37% or \$20 million of the \$54.0 million amended fiscal 2012 budget.

Auxiliary Enterprises

Bookstores' net profit is \$375,005; and rental properties net profit is \$237,938; an increase of \$30,520 from last year; houses are 100% occupied. The employee scholarships are at \$100,000.

Restricted Funds

Total expenditures have decreased \$790,929. Federal grants and contracts are up \$37,110; state grants and contracts are up \$443,611; local grants and contracts are down \$267,455; and KACV grants and contracts are down \$53,499.

Cash and Investments

\$53.8 million total minus \$11.8 million (bond) = \$42.0 million – January 2012; \$56.0 million total minus \$18.6 million (bond) = \$37.4 million – January 2011; \$57.8 million total minus \$18.3 million (bond) = \$39.5 million – January 2010.

Alterations & Improvements

There has been \$201,475 in actual expenditures out of the \$1.6 million projected cost.

Tax Schedule

\$14,113,109 has been collected out of \$18,659,577 budgeted; we are under budget by \$4,546,468.

Bond Expenditures

There has been \$48.5 million spent for completed projects out of \$54.6 million projected.

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

**PRESIDENT'S REPORT:**

Dr. Matney told of the up-coming Achieving the Dream Conference in Dallas, February 28 – March 2.

Mr. Hicks, Ms. Fortunato and President Matney were invited, as an Achieving the Dream school, to attend a Board of Trustees Institute in Santa Fe, New Mexico on March 29-31. The institute is being sponsored by the University of Texas.

Representative Four Price was a guest at a recent President's Cabinet meeting. He spoke of the last legislative session and the upcoming session.

Dr. Matney spoke with the TIRZ Board recently about our Downtown Campus; we will submit a grant for \$50,000 to help fund the parking lot on that campus.

**PRESIDENT'S REPORT Continued:**

The winter edition of *Plugged In* was commended.

In a press release, the Association of Community College Trustees praised President Obama for his inclusion of community college priorities in FY13 budget; the proposed budget includes \$8 billion for a Job-Training Program.

Dr. Matney distributed a handout of the W. H. Fuqua home which was located across from the Polk Street Campus for four decades; Mr. Fuqua was a leading member of the community until 1959 when he died; it was recommended to name the parking lot on the Downtown Campus the Fuqua Lot.

Dr. Matney referred to an article from the Houston Chronicle regarding the new state meningitis requirement. Recently, Dr. Matney has visited with Representative Four Price and Senator Kel Seliger about the concerns Amarillo College has with this law and how it is effecting our enrollment.

In March, Dr. Matney and others from AC addressed the Clarendon College Board in January to discuss the partnership we have with them and will visit Frank Phillips College in March; there will be a group that will come to AC's campus in April.

Dr. Matney spoke of the state allocation summary handout. The difference between the original allocations in 2010-2011 to the 2012-2013 allocations fell 11% in the state allocation; 41% in what the state contributed to the healthcare for the College; and 46% in their contribution for our retirees. These percentage reductions equaled to a decrease of \$8,545,688.

AC has applied for two grants with PPS and the Bill and Melinda Gates Foundation to fund a Career Center at AC and hire a social services coordinator.

An update of the Hereford Campus was given. Dr. Matney recently met with Tom Lavin and John Jenkins about the architecture of the campus. Construction will begin in August.

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

Mr. Nicholson reported that the AC Foundation, AC Food Pantry, and Benefit Bank are all working together to help the poor in our community. AC Foundation hosted a mixer recently to introduce and involve younger citizens in our community.

Ms. Fortunato said the AMoA's 40<sup>th</sup> anniversary gala, which had a circus theme, was a success. The AC SGA *Aftermath* exhibit was nominated for an award, which featured photos of the 911 tragedy. The Art After Dark event was held on February 10. The Recycled Exhibition will be March 30-31.

**BOARD SELF-EVALUATION REPORT:**

All nine regents participated in the self-evaluation. The regents were given the analysis of their responses prior to the meeting. The self-evaluation provided valuable information. A future Board retreat was mentioned.

**ADJOURNMENT:**

There being no further business, the meeting was adjourned.

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**Carroll M. Forrester, Secretary**



























