

**AMARILLO COLLEGE BOARD OF REGENTS  
MINUTES OF REGULAR BOARD MEETING  
June 25, 2013**

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

**REGENT ABSENT:** Dr. Gene Norman

**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; and Dr. Paul Matney, President

Mrs. Teresa Clemons – Assistant Chief of Advancement, Grants & Compliance  
Mr. Bruce Cotgreave – Director, Physical Plant  
Mr. Daniel Esquivel – Executive Director, Hereford Campus  
Mrs. Lori Merriman – Executive Secretary, President’s Office  
Mr. Bruce Moseley – representing Faculty Senate  
Mrs. Linda Pitner – General Manager, KACV-TV/FM  
Mr. Greg Rohloff – representing *Amarillo Independent*  
Mrs. Brenda Sadler – Exec. Asst., Pres’s Off. and Asst. Secy. to the Board of Regents  
Mrs. Vickie Shelton – Director, Purchasing  
Honorable Billie Faye Schumacher – Retired Judge and MCC Advisory Comm. Member  
Mrs. Joni Stone – representing Classified Employees Council  
Mr. Lynn Thornton – Director, Administrative Services/Human Resources  
Mrs. Renee Vincent – Executive Director, Moore County Campus  
Mr. Mark White – Legal Counsel  
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. Dr. Woodburn gave the invocation.

**MINUTES APPROVED:**

Mr. Nicholson moved, seconded by Ms. Fortunato to approve minutes of the regular meeting of May 28, 2013 with one change; the motion for the Consideration for Proposed Use of Land Sale Proceeds from East Property Sales should read: Mr. Nicholson moved, seconded by Ms. Fortunato to approve the proposal for use of land sales proceeds without split ratio adjustment. The motion carried unanimously.

**EDUCATION REPORT – BRANCH CAMPUSES UPDATE:**

Daniel Esquivel showed a PowerPoint presentation showcasing the Everett and Mabel McDougal Hinkson Memorial Campus. The slides showed the construction update which included the front façade, main entrance, parking lot, grand commons area, administration suite, community room, biology lab, East tech lab, classroom, faculty office, West hallway, North student sticky space, math lab and testing area, and new tech labs. Phase I is completed; private funds are being

**EDUCATION REPORT – BRANCH CAMPUSES UPDATE Continued:**

sought to pay for further construction costs. Renee Vincent continued the PowerPoint showcasing the Career and Technical Training Center in Dumas which is 60% complete. There will be a ribbon tying and open house for the center on August 23 at 10:00 a.m. Furniture should be delivered the first week of August. The Career and Technical Training Center will house technical programs, Continuing Education classes, contract training for employers, and career health classes.

**KACV-TV ADVISORY COUNCIL MEMBERS APPOINTED:**

Attached at page 241 is a recommended list of advisory council member appointments. The five appointees will serve a three-year term.

Mr. Nicholson moved, seconded by Ms. Nelson to appoint the five recommended individuals to the advisory council. The motion carried unanimously.

**MISSION STATEMENT COMMITMENT REAFFIRMED:**

The Board will review AC's mission and determine whether it wishes to reaffirm its commitment to this mission or revise the mission.

Mission Statement: Amarillo College – enriching the lives of its students and community.  
Context of Mission Statement as Contained in the *Amarillo College Strategic Plan through 2015:*

- **Core Purpose:** At Amarillo College, we help each student to succeed.
- **Vision:** At Amarillo College, we aspire for every student to have a success story.
- **Values:** At Amarillo College, we value
  - Student Success
  - Quality Education
  - Opportunity for All
  - Collaboration
  - Community Responsiveness
  - Responsible Stewardship

Dr. Woodburn moved, seconded by Ms. Fortunato to reaffirm commitment to the above mission statement. The motion carried unanimously.

**CONSENT AGENDA APPROVED:****A. APPOINTMENTS:**Faculty

Fouts, Rochelle – Instructor, Child Development Education Center

Effective Date: August 19, 2013

Salary: \$44,786.00 per year for 9 months full-time

Minutes of the Amarillo College Board of Regents Regular Meeting of June 25, 2013**APPOINTMENTS Continued:**

**Qualifications:** M.A., Friends University, Wichita, Kansas  
B.S., Friends University, Wichita, Kansas  
**Experience:** 6 years related work  
**Replacement for:** Jana Rice

**Bio:** Rochelle Fouts has teaching experience in elementary education with Edison Learning in Wichita, Kansas and Dallas, Texas. She has spent the last two years as a full-time temporary instructor in the Education Department at Amarillo College. Mrs. Fouts earned a Bachelor of Science in Elementary Education and Master of Art in Teaching from Friends University in Wichita, Kansas.

**Taylor, Karen L. – Instructor, English**

**Effective Dates:** August 19, 2013 – August 13, 2014

**Salary:** \$42,311.00 per year for 9 months full-time temporary

**Qualifications:** M.A., West Texas A&M University, Canyon, Texas  
B.A., West Texas A&M University, Canyon, Texas  
A.A.S., Amarillo College, Amarillo, Texas

**Experience:** 3 years related work  
**Replacement for:** Christy Creacy

**Bio:** Karen Taylor has served as a part-time English instructor at Amarillo College since January 2010 and has worked as a Graduate Teaching Assistant and Adjunct English Instructor at West Texas A&M University and was a full-time instructor at Frank Phillips College in Borger for one semester. Ms. Taylor received an Associate's in Psychology from Amarillo College and earned Bachelor of Art and Master of Art degrees in English from West Texas A&M University.

**B. BUDGET AMENDMENT:**

A budget amendment for approval by the Board is attached at page 242.

Ms. Fortunato moved, seconded by Dr. Proffer to approve the Consent Agenda. The motion carried unanimously.

**REQUEST FOR PURCHASE OF EDA EQUIPMENT FOR HEREFORD CAMPUS APPROVED:**

It was requested to seek approval to proceed with equipment purchases for Hereford Campus to meet bid requirements for EDA grant approval. Additional information is attached at pages 243 through 244.

Mr. Forrester moved, seconded by Dr. Proffer to approve purchase of EDA equipment for the Hereford Campus. The motion carried unanimously.

**Minutes of the Amarillo College Board of Regents Regular Meeting of June 25, 2013****REQUEST FOR CHANGE ORDER NUMBER 1 – 2007 BOND PROJECT, RENOVATIONS AT THE MANUFACTURING EDUCATION CENTER, EAST CAMPUS APPROVED:**

Request for Change Order in the amount of \$153,668.00 to construct welding booths, and provide ventilation and electrical for the welding lab at the Manufacturing Education Center on the East Campus.

The board approved in principal at the May 28, 2013 meeting that ventilation and electrical work in the new welding labs be funded by East Campus land sale proceeds.

Dr. Woodburn moved, seconded by Mr. Forrester to approve Change Order Number 1 – Manufacturing Education Center, East Campus. The motion carried unanimously.

**PURCHASE OF TWO 4-DOOR CAB STANDARD SHIFT TESTING AND TRAINING TRACTORS APPROVED:**

Approval was requested for the purchase of two 4-door tractors to be used in East Campus Truck Driving Programs. The Department of Public Safety is changing their Skills Testing requirements, and now requires a student to be trained on standard shift units in order for them to qualify to drive anything. If not, they will have restrictions to their Commercial Driver's License (CDL). Due to no July Board meeting, we are requesting that approval be granted to proceed with sealed proposals to meet the mandated changes in testing requirements. Request for proposal will be prepared, advertised, and evaluated in accordance to the competitive proposal process. The estimate total cost of the two units will be \$185,000.00.

The board approved in principal at the May 28, 2013 meeting that the truck tractors purchase be funded by East Campus land sale proceeds.

Mr. Nicholson moved, seconded by Ms. Nelson to approve the purchase of two 4-door tractors not to exceed \$185,000.00. The motion carried unanimously.

**REQUEST FOR CHANGE ORDER – THE EVERETT & MABEL MCDUGAL HINKSON MEMORIAL CAMPUS FOR AMARILLO COLLEGE, HEREFORD CAMPUS APPROVED:**

A Change Order was requested in the amount of \$81,513.00 to finish out classrooms 133, 135, and storage 135A. This will include HVAC, drywall & ceilings, electrical, and all interior finishes.

Funds are available from the Sybil B. Harrington Fund at the Amarillo Area Foundation and the Campaign for Hereford Funds at the Amarillo College Foundation.

Ms. Nelson moved, seconded by Dr. Proffer to approve the Change Order for the Hereford Campus. The motion carried unanimously.

**REQUEST FOR CHANGE ORDER – THE NEW CAREER AND TECHNICAL CENTER CAMPUS FOR AMARILLO COLLEGE, MOORE COUNTY CAMPUS APPROVED:**

Request a Change Order in the amount of \$440,335.00 to construct and renovate an area for a new Student Activity Center at the Moore County Campus.

Minutes of the Amarillo College Board of Regents Regular Meeting of June 25, 2013**REQUEST FOR CHANGE ORDER – THE NEW CAREER AND TECHNICAL CENTER CAMPUS FOR AMARILLO COLLEGE, MOORE COUNTY CAMPUS APPROVED Continued:**

Funds are available in the Moore County A & I Budget.

Mr. Forrester moved, seconded by Ms. Nelson to approve the Change Order for the Moore County Campus. The motion carried unanimously.

**INVESTMENT REPORT APPROVED:**

The Board of Regents was presented the Quarterly Investment Report for the period March 1, 2013 through May 31, 2013. A copy of the report was provided to the Regents.

The weighted average maturity of the portfolio is approximately 3.1 months. The overall portfolio yield is 0.251%. During this time frame the portfolio market value has remained consistent at 100%. We are heavily invested in CDs.

Dr. Proffer moved, seconded by Mr. Nicholson to approve the Quarterly Investment Report. The motion carried unanimously.

**FINANCIAL REPORT ACCEPTED:**

The financial statements as of May 31, 2013 are attached at pages 245 through 254.

Revenue

We are 75% through the year; 79% of revenue has been received. "Other income" includes money received from land sale proceeds.

Expenditures

\$3.0 million was amended to Alterations and Improvements (A&I); \$2.8 million has been spent out of that fund.

Auxiliary Enterprises

Bookstores' profit is \$397,000.00; and rental properties' net profit is \$637,000.00 which is down \$92,000.00 from last year; \$206,000.00 has been used in employee scholarships.

Restricted Funds

Federal grants and contracts have decreased \$564,039.00; state grants and contracts are up \$299,163.00; local grants and contracts have decreased \$371,619.00; and KACV grants and contracts have decreased \$348,278.00. Resident instruction has increased \$755,177.00.

Cash and Investments

\$54.4 million total minus \$10.1 million (bond) = \$44.3 million – May 2013; \$51.3 million total minus \$7.9 million (bond) = \$43.4 million – May 2012; \$54.1 million total minus \$14.8 million (bond) = \$39.3 million – May 2011.

Alterations & Improvements

There has been \$1.7 million spent on the new Hereford Campus to-date out of the \$2.0 million from the Hereford Campus funds; \$670,000.00 has been used out of the \$3.0 million in the

Minutes of the Amarillo College Board of Regents Regular Meeting of June 25, 2013**FINANCIAL REPORT ACCEPTED Continued:**

Hinkson Foundation; \$250,000.00 has been used from AC reserves and \$250,000.00 from Hereford Campus reserves.

**Tax Schedule**

\$20.1 million has been collected out of \$19,866,400.00 budgeted; we have collected \$229,556.00 over budget.

**Bond Expenditures**

There has been \$62.0 million spent for completed projects out of \$68.0 million projected for the Amarillo campuses. Moore County Campus has spent \$2.1 million out of \$3.8 million.

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

**PRESIDENT'S REPORT:**

Dr. Matney mentioned articles which he distributed; *Amarillo College's Presidential Scholar Students Visit China*; *Amarillo College Students Move Mountains of Machinery*; and *AC Again Selected to Lead Texas School Ready! Project*.

Since the Board Budget Workshop conducted on June 12 AC was informed that the legislature will give us \$284,000 in state appropriations.

SACS will determine if AC receives reaffirmation in the next few weeks; we received two recommendations, but had a positive report.

The Partners in Postsecondary Success Initiative (Bill & Melinda Gates Grant) has ended but money has been raised to continue the initiatives previously funded by the grant.

There are CEO breakfasts being held with members from Amarillo ISD, AC, WTA&MU, and Partners in Postsecondary Success in attendance.

House Bill 5 provides high school students with opportunities to choose alternative to pathways after high school in career and technology fields. Dr. Matney and others will meet with AISD folks, and Panhandle superintendents on July 15 regarding class offerings, curriculum, and dual credit.

Dan Adams, President and CEO, Cal Farley's Boys Ranch, met recently with President's Cabinet for a roundtable discussion.

There are currently 399 ACE students at Amarillo College; this program is in its 20<sup>th</sup> year; five out of 15 students who sign up for the ACE Program graduate.

Mr. Austin reported on the student loan default aversion efforts. A strategy to cut down on loan defaults was formed; banks are no longer involved in granting student loans; the federal government is. Historically, the AC default rate has been 6%; since direct lending the default rate has risen to 19%; and is predicted to go up to 25%. If AC's default rate reaches 30% for a

Minutes of the Amarillo College Board of Regents Regular Meeting of June 25, 2013**PRESIDENT'S REPORT Continued:**

consecutive three years, we will not be eligible to get funds such as Pell grants and loans for students. AC will work with vendors to work on a plan to bring the default rate back down.

Regents Nicholson and Woodburn along with President Matney attended the Community College Association of Texas Trustees (CCATT) annual conference in Austin on June 1. Regent Nicholson was elected to serve on the State Board of CCATT.

The Energy/Utility Savings Ad Hoc Committee of the Board consists of Carroll Mack Forrester, John Hicks, Johnny Mize, and David Woodburn. They have not met yet; Cynergistic is waiting for AC's decision of utilizing their company as an energy consultant and TACC is supposed to release an energy plan as well.

There was discussion regarding a fall Board retreat; focus will be on student success and Dr. Matney will try to bring Dr. Bill Holda, President of Kilgore College, to facilitate.

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

The Ad Hoc Committee/East Property Family Housing will meet again in July.

Amarillo Foundation for Education and Business met with the Prana Development Group recently.

KACV will celebrate their 25th anniversary in August; A Night at the Ritz featuring Atteberry Station will be presented; the encore presentation will be shown on August 5 at 7:00 p.m.

AMoA still has the same print show up; August 16 will have a new opening which will feature ceramics and pottery pieces.

Dr. Matney presented Regent Hicks with a plaque of appreciation for his service as Board chair from 2011-2013.

**BOARD NOMINATING COMMITTEE REPORT ACCEPTED:**

Members of the committee included Ms. Fortunato, Mr. Hicks, and Dr. Woodburn. The committee met and proposed the following slate be considered: Chairman – Don Nicholson; Vice Chairman – Dr. Paul Proffer; and Secretary – Mary Jane Nelson.

Mr. Mize moved, seconded by Dr. Woodburn to accept the 2013-2014 slate of officers. The motion carried unanimously.

**ADJOURNMENT:**

There being no further business, the meeting was adjourned.

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Mary Jane Nelson, Secretary































