

**AMARILLO COLLEGE BOARD OF REGENTS  
MINUTES OF REGULAR BOARD MEETING  
March 26, 2013**

**REGENTS PRESENT:** 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

**REGENTS ABSENT:** Mr. John D. Hicks, Chair; Dr. Gene Norman; and Mr. H. Bryan Poff

**OTHERS PRESENT:** 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; and Dr. Paul Matney, President

Ms. Mollie Bryant – representing *Amarillo Globe News*  
Mrs. Jill Gibson – Advisor, Student Media & Instructor, Journalism/Mass Comm.  
Mr. Mike Haynes – Advisor, Student Media & Instructor, Journalism/Mass Comm.  
Mr. David Hudson – Resident of Amarillo  
Ms. Carrie Johnson – WTAMU student  
Mr. Ryan Lane – WTAMU student  
Mrs. Lori Merriman – Executive Secretary, President's Office  
Mr. Darryl Moore, Corporal, AC Campus Police  
Mr. Bruce Moseley – Dept. Chair, Business/Asst. Professor, Paralegal Studies  
Mr. Mark Nair – Resident of Amarillo  
Ms. Jennelle Planas – WTAMU student  
Mr. Greg Rohloff – representing *Amarillo Independent*  
Mr. Mark Rowh, Dean of Health Sciences  
Ms. Whitney Rowland – WTAMU student  
Mrs. Brenda Sadler – Exec. Asst., Pres's Off. and Asst. Secy. to the Board of Regents  
Mrs. Joni Stone – representing Classified Employees Council  
Mr. Lynn Thornton – Director, Administrative Services/Human Resources  
Dr. Kathy Wetzel – Department Chair, Mathematics & Engineering  
Mrs. Lyndy Wilkinson – Dean of Technical Education  
Mr. T.J. Williams – Vice President, Student Government Association  
Mr. John Windham – Resident of Amarillo  
Mr. Bobby Wofford – WTAMU student  
Mr. Joseph Wyatt – Communications Coordinator, College Relations

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

**MINUTES APPROVED:**

Dr. Proffer moved, seconded by Dr. Woodburn to approve minutes of the regular meeting of February 28, 2013. The motion carried unanimously.

**STUDENT GOVERNMENT ASSOCIATION REPORT:**

T.J. Williams, vice chairman, SGA, reported that on April 14 students will be attending the Texas Student Government Association Conference. Badgerama will be held on April 18; the theme will be Mardi Gras. Spring Fling will be held on April 9. Chad Simpson, the Pharmacist Guy, will

**STUDENT GOVERNMENT ASSOCIATION REPORT Continued:**

present a lecture to students regarding prescription drug abuse on April 23. The student organizations banquet will be held soon with a “red carpet” theme.

**PROFESSOR EMERITUS NOMINATION PROPOSAL APPROVED:**

Mr. Bruce Moseley, Faculty Senate Vice President, presented Mrs. Beverly de la Bretonne as the 2013 Professor Emeritus nomination to the Board of Regents and recommended approval status. Mrs. de la Bretonne taught Music Theory, Ear Training, private violin/viola/flute and conducted the AC Chamber Orchestra for 25 years until her retirement. She continues to teach part time in the music department where she is music director and violin instructor of the AC Suzuki String Program. Mrs. de la Bretonne has played violin full time with the Amarillo Symphony since 1979.

Mr. Forrester moved, seconded by Ms. Nelson to approve the 2013 Professor Emeritus nomination of Mrs. Beverly de la Bretonne. The motion carried unanimously.

**EDUCATION REPORT – STUDENT MEDIA:**

Jill Gibson and Mike Haynes, advisors for student media, presented a PowerPoint presentation on student media. Amarillo College student media includes *The Ranger*, student newspaper; *AC Current*, student magazine; and KACV FM-90. *The Ranger* was established in 1930; there are currently six print editions and four online editions each semester; there are 16 paid staff positions and 30 unpaid writers. In 2001, students created a website for The Ranger Online; there are 22,000 visits on average each month. *The Ranger* has 374 Facebook fans and 402 Twitter followers. The *AC Current* is a general interest magazine and prints one edition each fall and one edition in the spring; 3,000 copies are printed of each edition. There are 2-5 paid student staff members each semester; about 20 unpaid student writers; all 32 pages of the *AC Current* will be in color. The AC Report is a weekly radio newscast on FM-90 and is entirely student produced; FM-90 covers all 26 counties of the Texas Panhandle. FM-90 programming includes AC promotions, announcements, interviews, and live remotes. There are approximately 20 student disc jockeys. AC students have received 80 awards in the past three years; some awards include 37 awards from the Texas Community College Journalism Association; 44 awards at Texas Intercollegiate Press Association; and two Society of Professional Journalists Mark of Excellence awards. Award highlights include: 2009 - TCCJA Journalist of the Year award (Madelyn Bankhead-Vieth); 2010 – five TIPA website awards; 2012 – Brittney Richerson won TIPA Editor of the Year for Division Two and the Mike Warms Scholarship for community college students.

**EXTENSION OF COLLEGE BANK DEPOSITORY CONTRACT APPROVED:**

The current bank depository contract with Amarillo National Bank is for a two-year term, from September 1, 2011 through August 31, 2013. It was recommended that the current contract be extended for an additional two-year term beginning September 1, 2013. Section 45.205 of the Education Code states that a District and its depository bank may agree to extend their contract for two additional two-year terms.

Dr. Woodburn moved, seconded by Mr. Forrester to approve the extension of the College bank depository contract for an additional two-year term. The motion carried unanimously.

Minutes of the Amarillo College Board of Regents Regular Meeting of March 26, 2013**CONSENT AGENDA APPROVED:****A. APPOINTMENTS:****Administrators****Johnston, Janice M. – Director of Amarillo College Department of Labor Grant****Effective Dates: February 18, 2013 through August 31, 2013****Salary: \$58,000.00 per year for 12 months full-time temporary****Qualifications: M.S., Texas A&M University, College Station, Texas****M.C.S., Regent College, Vancouver, B.C., Canada****B.A., Baylor University, Waco, Texas****Experience: 10 years related work****Note: New Position funded by Trade Adjustment Assistance Community College and Career Training grant.**

**Bio:** Janice Johnston graduated from Amarillo High before attending Baylor University and earning a Bachelor of Arts in English. Ms. Johnston received a Master of Christian Studies degree from Regent College in Vancouver, British Columbia, and a Master of Science in Curriculum and Instruction from Texas A & M University. Ms. Johnston has been a Research Associate working on grants in the Washington, D.C. area and, since returning to Amarillo, has worked with the GEAR UP Program at Amarillo College and served as a part-time instructor of English.

**Crosley, Tiffani L. – Director of Accounting, Vice President of Business Affairs****Effective Date: March 04, 2013****Salary: \$58,000.00 per year for 12 months full-time****Qualifications: M.P.A., West Texas A&M University, Canyon, Texas****B.B.A., West Texas A&M University, Canyon, Texas****Experience: 7 years related work****Replacement for: Sharon Doggett**

**Bio:** Tiffani Crosley after graduating from Randall High School attended Amarillo College to pursue her interest in Accounting. After two years at Amarillo College she went on to West Texas A&M University earning a Bachelor of Business Administration in Accounting and a Master in Professional Accounting. Ms. Crosley has work experience as an Auditor for Clifton Gunderson and a Staff Accountant for Amarillo National Bank and most recently the American Quarter Horse Association.

**Wallick, Jeffrey Brian – Coordinator of External Technical Training Solutions, Technical Education****Effective Date: February 18, 2013****Salary: \$49,000.00 per year for 12 months full-time****Qualifications: B.E., West Texas A&M University, Canyon, Texas****Experience: 6 years related work****Replacement for: Ron Faulkner****APPOINTMENTS Continued:**

**Bio:** Jeffrey Wallick comes to Amarillo College from Auto Chlor in Amarillo where he worked as Sales Manager covering a territory including the eastern Texas Panhandle and western Oklahoma. Mr. Wallick spent 3 years as a geography teacher at Borger High School and 3 years working with the Universal American School in Kuwait City, Kuwait. Mr. Wallick graduated from Randall High School prior to attending Amarillo College, going on to earn a Bachelor in Education from West Texas A&M University.

#### **B. BUDGET AMENDMENTS:**

A list of budget amendments for approval by the Board is attached at page 169.

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

#### **SYSTEMS MANAGEMENT INFRASTRUCTURE LIFE-CYCLE REPLACEMENT PURCHASE APPROVED:**

Given the complexity of the Amarillo College dynamic IT infrastructures and the broad range of management disciplines necessary to support them a new automated life-cycle management platform called Dell KACE is recommended for acquisition. The Dell KACE environment will allow exiting Help Desk personnel to manage various IT resources (including desktops, laptops, servers, and other essential peripherals) aimed at achieving improved efficiency, productivity, and cost reductions. Significant areas focused for improvement are asset management, inventory management, bare metal installations, software distribution and provisioning, security and patch management, configuration compliance and remediation, process automation, service desk (Help Desk) operations, reporting, and alerts.

The Dell KASE acquisition, installation, consulting, annual maintenance, and implementation cost travel reimbursements are projected to not exceed \$120,781.29. Existing contracts and other solutions under consideration will not be renewed or required next fiscal year, making this a cost neutral upgrade. Existing assets, technical expertise, and infrastructure architecture make the selection of this product a sole-source selection to Dell.

The Dell KASE acquisition is available through the State of Texas Department of Information Technologies (DIR) contract with Dell. Funds are tentatively available from the Technology Replacement Task Force (TRTF) projected budget for FY 2013.

This request directly applies to *Goal 4: Ensure the College's Future, and more specifically, strategy 4.1: Connect planning and budgeting; and strategy 4.6: Commit the College to technology which attracts and retains students and enables effective and efficient College operations*, from the Amarillo College Strategic Plan through 2015.

Mr. Forrester moved, seconded by Dr. Woodburn to approve the Systems Management Infrastructure Life-Cycle Replacement purchase. The motion carried unanimously.

**SYSTEMS BACKUP AND RECOVERY INFRASTRUCTURE LIFE-CYCLE REPLACEMENT PURCHASE APPROVED:**

After a decade of faithful service, it is time for a life-cycle replacement of the existing backup solution protecting Amarillo College's operational data. The proposed new backup system known as Dell AppAssure consists of hardware and software components. The new backup system is state-of-the-art and provides a significant recovery offering scaled to efficiently protect today's diverse computing environments. Dell AppAssure integrates backup, replication, and recovery, providing Amarillo College with complete and unified data protection across virtual, physical, and cloud environments.

The Dell AppAssure acquisition, installation, consulting, annual maintenance, and implementation cost travel reimbursements are projected to not exceed \$113,961.90.

The Dell AppAssure acquisition is available through the State of Texas Department of Information Technologies (DIR) contract with Dell. Funds are tentatively available from the Technology Replacement Task Force (TRTF) projected budget for FY 2013.

This request directly applies to *Goal 4: Ensure the College's Future, and more specifically, strategy 4.1: Connect planning and budgeting; and strategy 4.6: Commit the College to technology which attracts and retains students and enables effective and efficient College operations*, from the Amarillo College Strategic Plan through 2015.

Ms. Fortunato moved, seconded by Mr. Forrester to approve the systems backup and recovery infrastructure life-cycle replacement purchase. The motion carried unanimously.

**INVESTMENT REPORT APPROVED:**

The Board of Regents was presented the Quarterly Investment Report for the period of December 1, 2012 through February 28, 2013. A copy of the report was provided to the Regents.

The weighted average maturity of the portfolio is approximately 2.8 months. The overall portfolio yield is 0.240%. During this time frame the portfolio market value has remained consistent at 100%. We are heavily invested in CDs through Amarillo National Bank.

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

**FINANCIAL REPORT ACCEPTED:**

The financial statements as of February 28, 2013 are attached at pages 170 through 179.

**Revenue**

We are 50% through the year; we have received 61% or \$35.8 million of total revenues. We have received \$15.3 million in academic tuition and fees.

**Expenditures**

We have spent \$27.4 million out of the 2013 amended budget of \$58 million.

Minutes of the Amarillo College Board of Regents Regular Meeting of March 26, 2013**FINANCIAL REPORT ACCEPTED Continued:****Auxiliary Enterprises**

Bookstores' profit is \$405,418; and rental properties' net profit is \$288,290 which is down \$75,000 from last year. A total of \$112,000 has been spent on employee scholarships.

**Restricted Funds**

Federal grants and contracts have increased \$205,599; state grants and contracts are up \$790,385; local grants and contracts have increased \$66,471; and KACV grants and contracts have increased \$68,265. Resident instruction has increased \$882,117.

**Cash and Investments**

\$61.9 million total minus \$13.0 million (bond) = \$48.9 million – February 2013; \$56.5 million total minus \$10.7 million (bond) = \$45.8 million – February 2012; \$61.7 million total minus \$17.5 million (bond) = \$44.2 million – February 2011.

**Alterations & Improvements**

There has been \$1.4 million in actual costs spent out of \$3.5 million in projected costs. There has been \$1.3 million spent on the new Hereford Campus to-date.

**Tax Schedule**

\$19.3 million has been collected out of \$19,866,400 budgeted; we have \$520,000 to collect.

**Bond Expenditures**

There has been \$59.5 million spent for completed projects out of \$68.0 million projected for the Amarillo campuses. Moore County Campus has spent \$1.2 million out of \$3.8 million.

Dr. Woodburn moved, seconded by Mr. Forrester to accept the February financial report. The motion carried unanimously.

**APPOINTMENT OF AC REGENT TO TAX INCREMENT REINVESTMENT ZONE BOARD APPROVED:**

Dr. Woodburn requested to be reappointed to the Tax Increment Reinvestment Zone Board as his term has expired. Ms. Fortunato moved, seconded by Ms. Nelson to approve reappointment of Dr. Woodburn to the Tax Increment Reinvestment Zone Board. The motion carried unanimously.

**FEE INCREASE APPROVED:**

After much discussion the tuition will not be increased for fall 2013; fees will increase \$3/credit hour for in-district students and \$5/credit hour for out-of-district and out-of-state students. Dual credit will increase by \$10/credit hour raising the cost from \$40 to \$50/credit hour. Fee increases are projected to produce \$700,000 in additional revenue which will be used to support student success initiatives, including a tutoring program, a Career and Employment Center and social services initiatives. Other justifications for a modest fee increase is to help offset significant reductions in state appropriations for instructional formula, group health insurance, and retirement benefits which is mandated by state statute for community colleges to provide.

**FEE INCREASE APPROVED Continued:**

Technology costs continue to increase and program accreditation fees are increasing, i.e., Dental Hygiene accreditation fees have increased \$10,000.

Mr. Forrester moved, seconded by Dr. Woodburn to increase the fees for the 2013 fall semester. The motion carried with Ms. Fortunato and Mr. Nicholson opposing the increase.

**PRESIDENT'S REPORT:**

Recently Dr. Matney met with other community college presidents in the Higher Education Regional Council meeting at Clarendon College. On May 8, a Panhandle Community College Connection (PC3) meeting will be held at Amarillo College to discuss developmental education to include Amarillo College, Clarendon College, and Frank Phillips College.

The Board was reminded of the new Fuqua Lot commemorative marker at 14<sup>th</sup> and Polk on the Amarillo College Downtown Campus.

Allen Durrett has been named AC's Distinguished Alumnus and will be recognized at Honors Convocation on Sunday, April 21.

Dr. Matney distributed a handout regarding One-on-One Tutoring – Student Affairs Tutoring Department; Math Outreach Center – Math, Sciences, and Engineering Department; Writers' Corner – English & Modern Languages Department; and Science Enrichment Center – Math, Sciences, and Engineering Department. The handout provided the areas' tutoring budgets, number of personnel, count of visits, and outcomes and success rates of the tutoring.

Amarillo College was selected as one of the 10 Awesome Schools in the Lone Star State. These 10 awesome Texas community colleges give students access to a number of degree and associate programs and can serve as a stepping stone to one of the state's outstanding four-year institutions.

Summer and fall 2013 registration begins Monday, April 8.

Dr. Matney, Mr. Nicholson, and Ms. Nelson will be attending the Achieving the Dream Trustees Institute in Santa Fe, NM, March 28-30.

The UT Harrington Fellows Symposium will be held on Wednesday, April 10, 11:45 a.m., at the Amarillo Country Club.

The TTUHSC "Power of the Purse" Luncheon will be held on Wednesday, April 17, 11:30 a.m., in the Civic Center Heritage Room; proceeds benefit SiM Central.

**Dates to remember:**

Honors Convocation, Sunday, April 21, 2:00 p.m., Civic Center Auditorium

Commencement, Friday, May 10, 7:00 p.m., Civic Center Cal Farley Auditorium

Minutes of the Amarillo College Board of Regents Regular Meeting of March 26, 2013**REGENTS' REPORTS, COMMITTEES, AND COMMENTS REGARDING AC AFFILIATES:**

Ms. Fortunato spoke of the AC/WTAMU Student/Faculty Exhibition which will open Friday, April 5 at the AMoA. *Conversation: A Hands-on History of Printmaking Its Techniques* will be held on April 18 with a print fair on May 17.

Ms. Fortunato reported that the AC Foundation made on-line scholarships available for the first time.

Mr. Nicholson said the KACV spring pledge drive was a success.

Ken Burn's *Dust Bowl Days* will rebroadcast; KACV's partnership as a Colonial Williamsburg Electronic Field Trip broadcast partner for the 2012 – 2013 school year has been successful. Electronic Field Trips (EFTS) have been broadcast monthly for the past seven months.

Mr. Forrester reported that the Hereford Campus expansion is making good progress.

Mr. Nicholson met with Amarillo Foundation for Education and Business for their second meeting on March 25, 2013; another 36 acres has sold for \$375,000.

**CLOSED SESSION:**

At 7:40 p.m., Mr. Nicholson announced there would be a closed meeting so the Board may review and discuss the evaluation and duties of the President and individual officers in accordance with Texas Government Code Section 551.074.

At 9:06 p.m., Mr. Nicholson called the Amarillo College Board of Regents meeting back into open session. Regents amended Dr. Matney's employment agreement to extend his contract through August 31, 2015.

Mr. Nicholson named the following to an ad hoc committee entitled East Property Family Housing: Michele Fortunato, chair; Don Nicholson; and Paul Proffer.

**ADJOURNMENT:**

There being no further business, the meeting was adjourned.

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Mary Jane Nelson, Secretary





















