

**AMARILLO COLLEGE BOARD OF REGENTS
MINUTES OF REGULAR BOARD MEETING
November 25, 2014**

REGENTS PRESENT: Mr. Don L. Nicholson, Chair; Dr. Paul L. Proffer, Vice Chair; Ms. Mary Jane Nelson, Secretary; Mr. Carroll M. Forrester; Mr. Daniel E. Henke; and Dr. David C. Woodburn

REGENTS ABSENT: Ms. Michele Fortunato and Mr. Johnny E. Mize

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 & Marketing; Dr. Russell Lowery-Hart, President; Ms. Danita McAnally, Chief of Planning & Advancement; and Mr. Jerry Moller, Interim Vice President of Academic Affairs

Mr. Andrew Alexander – President, Student Government Association
 Mrs. Jennifer Ashcraft – Grants Administrator Coordinator, President’s Office
 Ms. Alma Bustamante – Senior Reporter, *The Ranger*
 Ms. Mollie Bryant – representing the *Amarillo Globe News*
 Ms. Cara Crowley – Chief of Staff, President’s Office
 Mrs. Connie de Jesus – representing Classified Employees Council
 Dr. Dan Ferguson – Dean of Liberal Arts
 Mrs. Lani Hall – representing Connor, McMillon, Mitchell & Shennum, PLLC
 Mr. Joe Bob McCartt – representing PRANA
 Mrs. Lori Merriman – Executive Secretary, President’s Office
 Mr. Jamie Perez – Grants Administrator Coordinator, President’s Office
 Mrs. Brenda Sadler – Exec. Asst., Pres’s Off. and Asst. Secy. to the Board of Regents
 Mrs. Renee Weiss – President, Administrators’ Association
 Dr. Kathy Wetzel – Dean of STEM
 Mr. Mark White – Legal Counsel, Sprouse, Shrader, Smith P.C.
 Mr. Reagan Williams – representing Connor, McMillon, Mitchell & Shennum, PLLC
 Mr. Joseph Wyatt – Communications Coordinator, College Relations

STATUS UPDATE

STUDENT GOVERNMENT ASSOCIATION REPORT:

Mr. Alexander, president of SGA reported that they have selected some upcoming entertainers to come to Amarillo College. In April the SGA will go to the state convention. They are still deciding on the Distinguished Lecture speaker who will come in late February.

REGENTS’ REPORTS, COMMITTEES AND COMMENTS REGARDING AC AFFILIATES:

Dr. Woodburn said that the AC Foundation is working on their annual letter campaign.

Mrs. Green told of the Panhandle PBS reorganization after Linda Pitner resigned. This position vacancy opened up two positions; one to serve in a creative manner and another to work on the budgets, administrative day-to-day interactions.

INDEPENDENT AUDIT REPORT FOR 2013-2014:

Mrs. Lani Hall and Mr. Reagan Williams, representatives from Connor, McMillon, Mitchell & Shennum, PLLC were present at the Board meeting to present the regular audit report for the fiscal year ending August 31, 2014. Amarillo College total liabilities and net position totaled \$188,086,227 for 2014. Copies of the audit were provided to the Board of Regents.

Mrs. Hall discussed the schedule of Expenditures of Federal Awards which totaled \$31,942,993. Amarillo College received \$2.3 million State awards. The single audit is split into two reports: 1) internal controls; and 2) compliance for each major federal and state program. There were eight findings: 1) Federal Pell Grant Program – Condition: A student earning all “F’s” during the semester had his/her return to Title IV calculated incorrectly. Recommendation: The College should implement procedures and controls to ensure all students that are unofficial withdrawals be reviewed by more than one person to ensure that they have been calculated correctly. 2) Student Financial Aid Cluster – Condition: The Community Service wages were reported on the Fiscal Operations Report and Application to Participate (FISAP) at \$19,225 and did not tie to the general ledger amount of \$24,936. Recommendation: The College should implement procedures and controls to ensure correct information is used when preparing the FISAP report. And, the FISAP should be amended to reflect the correct amounts. 3) Migrant Education High School Equivalency Program – Condition: Three students receiving benefits from the program were not eligible to receive them. Recommendation: The Program Director for the HEP grant should create a detailed eligibility checklist for use in determining eligibility and that all determinations of eligibility be reviewed to ascertain that all criteria has been met by the students before issuing stipends and incentives. 4) Migrant Education High School Equivalency Program – Condition: The 2012-2013 Annual Performance Report (APR) contained several errors in the program activity section. Recommendation: The APR should be reviewed in detail by a secondary reviewer. This reviewer should also review all supporting documentation to ensure the accuracy of the report. 5) Title V Grant Developing Hispanic Serving Institutions – Condition: Expenditures reported on the 2013 Annual Performance Report were incorrect. Recommendation: Accounting and grant personnel should be familiar with the grants and any complexities regarding the grants to ensure that grant expenditures are properly recorded in the accounting records and properly reflected on the annual reports. 6) Economic Adjustment Assistance – Condition: Expenditures reported on the Semi-Annual Financial Report did not agree to the College’s general ledger. Recommendation: The general ledger should be used as the primary source when reporting financial information on the required reports. The second reviewer should also review all supporting documentation pertaining to the report to ensure the accuracy of the report. 7) State Grant – Adult Basic Education Innovation Grant (ABEIG) – Condition: Three students receiving benefits from this grant were not eligible to receive them and several students’ eligibility files had missing documentation. Recommendation: The grant documentation should be thoroughly reviewed by the newly established grant compliance personnel to ensure that all files are being properly maintained. 8) State Grant – Nursing Shortage Reduction <70 – Condition: The final report for the 2010-2011 NSRP <70 grant reported grant funds available of only \$74,078. The general ledger for the College showed that \$82,655 was available for expenditure and that the College had actually spent \$82,655 for this grant. Recommendation: A second review of the report should be performed, including a review of supporting documentation.

The Board will be asked to approve the 2013-2014 Independent Audit Report in the regular Board meeting.

FINANCIALS:

Mr. Nicholson serves as president of the Amarillo Foundation for Education and Business (AFEB). AFEB oversees PRANA development and the Amarillo College partnership. Purchase commitment is completed through 2022. Joe Bob McCartt, a member of PRANA provided an update of PRANA, Amarillo College, and EastPort. The total PRANA purchases of AC property are 77.46 acres with \$866,011 being paid to AFEB. Mr. McCartt discussed improvements and activities with EastPort from November 1, 2012 to present. PRANA invested \$125,000 to paint, \$25,000 to restore doors to working condition and \$25,000 for asbestos abatement of Hangar 7000 on AC East property. Half of Hangar 7000 is leased to Valley Protein. PRANA spent \$80,000 for landscape clean-up. Leases have been set up for companies inside and outside of Amarillo. A neighborhood restaurant built on East property, Thumper's Grill, was built as a result of results of a survey. Other leases have been signed with Anderson Transportation, Kincaid Motorcoach, Barricades Unlimited, Lindsay Manufacturing, and Amarillo Gear.

Mr. McCartt presented a proposal to add remaining 158 acres and available internal residential lots to AFEB contract and amend AFEB contract to allow residential development in appropriate areas; PRANA will begin with a 10-acre purchase. In exchange for 50 acres, PRANA will construct a 10,000 square foot warehouse shell to store AC's property, including airplanes.

REGULAR AMARILLO COLLEGE BOARD OF REGENTS MEETING

The meeting was called to order by Mr. Nicholson, Chairman. He welcomed all present and asked if there were any public comments. Mr. Henke gave the invocation. The Pledge of Allegiance to the U.S. and Texas Flags was recited.

MINUTES APPROVED:

Dr. Proffer moved, seconded by Mr. Forrester to approve minutes of the regular meeting of October 28, 2014. The motion carried unanimously.

INDEPENDENT AUDIT REPORT FOR 2013-2014 APPROVED:

Most of the audit report was presented at the Status Update prior to this meeting. However, other items discussed included the statement of revenues, expenses and change in net position; summary of significant accounting policies; schedule of operating revenues; schedule of operating expenses; schedule of expenditures of state awards; schedule of expenditures of state awards; and student transfers to senior institutions.

Dr. Woodburn moved, seconded by Mr. Forrester to approve the audit report. The motion carried unanimously.

SALE OF COUNTY PROPERTY OBTAINED THROUGH SHERIFF'S SALE APPROVED AND 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

SALE OF COUNTY PROPERTY OBTAINED THROUGH SHERIFF'S SALE APPROVED AND AUTHORIZED Continued:

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 and additional information is attached at page 64. Board approval is required because the properties are held in trust by Potter County.

The Potter 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.

Dr. Woodburn moved, seconded by Mr. Henke to authorize the chair of the Board of Regents to execute the Tax Deeds. The motion carried unanimously.

CONSENT AGENDA APPROVED:**A. APPOINTMENTS:****Administrators****Jones, Jacqueline – Director of Adult Education and Literacy Grant**

Effective Dates: September 22, 2014 through August 31, 2015

Salary: \$48,000.00 per year for 12 months full-time temporary

Qualifications: B.S., Angelo State University, San Angelo, Texas

Experience: 5 years related work

Note: New 2014-2015 Adult Education and Literacy Grant position.

Bio: Jacqueline Jones comes to Amarillo College from the Panhandle Regional Planning Commission where she has been working as Workforce Development Planning Program Specialist since January. Prior to moving to Amarillo, Ms. Jones lived in San Angelo and worked as a Program Coordinator for the Concho Valley Home for Girls, an Employer Services Representative for Workforce Solutions and a Business Operational Specialist for Concho Valley Workforce Development Board. Ms. Jones earned a Bachelor of Science in Psychology from Angelo State University.

Faculty**Pastwa, Phyllis L. – Instructor, Associate Degree Nursing**

Effective Date: November 01, 2014

Salary: \$51,112.00 per year for 9 months full-time

Qualifications: M.S.N., West Texas A&M University, Canyon, Texas

B.S.N., West Texas A&M University, Canyon, Texas

A.D.N., Amarillo College, Amarillo, Texas

Experience: 9 years related work

Replacement for: Ginny Coppock

APPOINTMENTS Continued:

Bio: Phyllis Pastwa previously worked four years as a nursing instructor at Amarillo College, leaving at the end of the 2011-12 school year. Since leaving Amarillo College Ms. Pastwa has worked as a Shift Supervisor registered nurse for B.S.A. Hospital and a field registered nurse for Epic Home Health. Ms. Pastwa earned her Associate Degree in Nursing at Amarillo College, and Bachelor of Science in Nursing and Master of Science in Nursing from West Texas A&M University. In addition she has pursued graduate level courses in Education at Eastern New Mexico University.

B. BUDGET AMENDMENTS:

A list of budget amendments for approval by the Board is attached at page 65.

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

ADDITION OF VENDOR FOR PERSONAL COMPUTERS, PRINTERS, SERVERS, AND PERIPHERAL PURCHASES – FISCAL YEAR 2014-2015 APPROVED:

The addition of a new local vendor for the acquisition, life-cycle replacement, and maintenance of personal computers, printers, servers, and peripherals was requested. The local company recommended is Knuckle Bean Inc., doing business as Westgate Computers. Westgate Computers is an authorized reseller of Lenovo Think brand products, and is authorized to sell under the terms and conditions of the DIR Contract DIR SDD 2030.

Westgate Computers is the first local company recommended to compliment and compete with the Board of Regents' approved pool of legacy computer suppliers of Dell, Apple, Hewlett Packard, and CDWG. The addition of Westgate Computers does not change the Board of Regents' approved estimated cost for projected life-cycle replacements this fiscal year; and the acquisitions of life-cycle replacements is still dependent on the availability of funding.

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 Ms. Nelson to approve the addition of a new local vendor, Westgate Computers. The motion carried unanimously.

ENGINEERING AND DURRETT HALL TECHNOLOGY ENHANCEMENTS APPROVED:

Approval for the acquisition of technology infrastructure and electronics to accomplish the academic goals and objectives of the renovated Engineering and Durrett Hall buildings was requested. Network infrastructure providing both wired and wireless data and voice communications, the creation of five smart classrooms, and digital signage have been coordinated and approved by the U.S. Department of Education utilizing Hispanic Serving Institution (HSI) grant funding (Award #P031C110020).

ENGINEERING AND DURRETT HALL TECHNOLOGY ENHANCEMENTS APPROVED Continued:

The anticipated cost of the technology enhancements for Engineering and Durrett Hall is approximately \$207,000.

Significant acquisitions will utilize Board of Regents' approved vendors, General Datatech LP, CISCO, Dell, and Lubbock Audio Visual, Inc. based on an outstanding past performance. General Datatech LP and CISCO acquisitions are available through The Cooperative Purchasing Network (TCPN) and/or State/DIR purchasing cooperatives approved by Board resolution in 1993. The Dell computers are available through the State of Texas Department of Information Technologies (DIR) contract with Dell. Amarillo College's participation in the State/DIR purchasing cooperatives were approved by a board resolution in 1993. Audio video equipment and services will be provided by the Board of Regent's approved vendor Lubbock Audio Visual, Inc (L.A.V. Amarillo). Minor technology and electronic acquisitions will be through previously utilized vendors of Deep Surplus, Forerunner Telecom, SmithGear, etc., as appropriate.

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. Proffer to approve the network infrastructure for Engineering and Durrett Hall. The motion carried unanimously.

HSI-STEM GRANT FURNISHINGS PURCHASES APPROVED:

Approval from the Board of Regents to purchase furnishings for our soon-to-be completed Engineering Center was requested. The Engineering Center renovation is being funded by the U.S. Department of Education HSI STEM grant (award number P031C110020). All furnishings requested for purchase will be paid for by the HSI STEM grant as well. Furnishings will be purchased from ADT, HON and Virco with competitively bid contracts.

Items requested support the HSI STEM grant's objective one, which is the completion of a STEM HUB. The first phase of the STEM HUB was the renovation of Durrett building for the Math Outreach Center. The second and final phase of the STEM HUB is the renovation of the Engineering Building for the Engineering Center.

Amarillo College received approval from the US Department of Education on October 7, 2014, to spend up to \$125,000 on furnishings for the Engineering Center.

HSI-STEM GRANT FURNISHINGS PURCHASES APPROVED Continued:

Furniture	Unit Price	Quantity	Total Price
Oak Chem Guard Table 54" W x 24" D	\$299.99	18	\$5,399.82
Black with black trim chair	\$100.00	36	\$3,600.00
Oak Chem Guard Top Table	\$299.99	18	\$5,399.82
Black with black trim chair	\$100.00	36	\$3,600.00
4-Station Hardwood Workbench	\$1,447.00	3	\$4,341.00
Table med cherry	\$179.00	10	\$1,790.00
base	\$270.00	10	\$2,700.00
Black with black trim chair	\$170.00	16	\$2,720.00
Table	\$350.00	54	\$18,900.00
base	\$266.00	54	\$14,364.00
Black with black trim chair	\$150.00	108	\$16,200.00
Seminar Table 60' x 24'	\$170.00	72	\$12,240.00
Black with black trim chair	\$150.00	144	\$21,600.00
	Grand Total of Furnishings Purchase		\$112,854.64

Ms. Nelson moved, seconded by Mr. Forrester to approve the HSI-STEM Grant furnishings for the future Engineering Center. The motion carried unanimously.

LIBRARY, BYRD BUILDING AND COLLEGE UNION BUILDING CLASSROOM AND COLLABORATION STATION ENHANCEMENTS APPROVED:

Approval for classroom renovation and enhancements for Library rooms 405 and 416, the addition of ten multiuser collaboration stations, and eleven Dell desktop computers that have been coordinated and approved by the U.S. Department of Education utilizing Title V grant funding (Award #P031S100127) was requested.

The existing smart classroom in Library 416 will be relocated to Library 405. Library 416 will be renovated and enhanced into a TILE classroom with one Dell control desktop computer and a laptop cart with 30 Dell laptops for student academic classroom use.

Ten collaboration stations with a Dell desktop computer will be distributed equally with two stations each, located in the Byrd building second floor lobby, Byrd building third floor lobby, Byrd building fourth floor lobby, College Union building second floor lobby, and library fourth floor.

The anticipated cost for the classroom and collaboration station enhancement is approximately \$197,907.99.

Acquisitions will utilize Board of Regents' approved vendors of Lubbock Audio Visual, Inc. and Dell based on an outstanding past performance. Classroom and collaboration station acquisition and services will be provided by the Board of Regents' approved vendor, Lubbock

LIBRARY, BYRD BUILDING AND COLLEGE UNION BUILDING CLASSROOM AND COLLABORATION STATION ENHANCEMENTS APPROVED Continued:

Audio Visual, Inc. (L.A.V. Amarillo). The Dell computers are available through the State of Texas Department of Information Technologies (DIR) contract with Dell. Amarillo College's participation in the State/DIR purchasing cooperatives were approved by a board resolution in 1993.

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.

Dr. Proffer moved, seconded by Ms. Nelson to approve the classroom renovation of computer and collaboration station enhancements. The motion carried unanimously.

REQUEST FOR APPROVAL TO PURCHASE CLASSROOM ATTENDANCE SCANNING SYSTEMS APPROVED:

Approval from the Board of Regents as requested to purchase up to 250 classroom attendance scanning systems from WebIDCard, Inc. The classroom attendance scanning systems will be installed in classrooms located on the Washington Street Campus and Moore County Campus. Cost for the systems may not exceed \$125,000 and will be paid by the U.S. Department of Education Title V grant (Award #P031S100127).

The classroom attendance scanning systems will support Amarillo College's early alert system, Retention Alert. Retention Alert is an Ellucian model that was funded by Title V in 2012. Amarillo College's early alert system is supported by Title V's component of fortifying student support across the campus.

Amarillo College received approval on October 23, 2014, from the U.S. Department of Education, to spend up to \$125,000 on the classroom attendance scanning systems for the Washington Street Campus and Moore County Campus. WebIDCard, Inc. is a sole source vendor.

Mr. Forrester moved, seconded by Dr. Proffer to approve the purchase of the classroom attendance scanning systems. The motion carried unanimously.

FINANCIAL REPORTS ACCEPTED:

The financial statements as of October 31, 2014 are attached at pages 66 through 75.

Revenue

There has been 24% (\$14.6 million) of the \$61 million revenue budgeted received. Only \$8.0 million out of \$18.3 million in academic tuition and fees has been received due to lower enrollment. Enrollment is down 4.6% from fall 2013.

Expenditures

We have spent 18% (\$11 million) of \$61.4 million budgeted.

FINANCIAL REPORTS ACCEPTED Continued:**Auxiliary Enterprises**

The bookstores' losses are \$12,942. Rental properties' net profit is \$285,850; individual rent was increased by \$50/month in June. Employees have used \$2,714 in employee scholarships.

Restricted Funds

Federal grants and contracts have increased \$150,147; state grants and contracts have decreased \$111,298; local grants and contracts have decreased \$25,757; and Panhandle PBS grants and contracts have increased \$792,695. Resident instruction has increased \$217,075.

Cash and Investments

\$40.2 million total minus \$1.7 million (bond) = \$38.5 million – October 2014; \$45.5 million total minus \$5.6 million (bond) = \$39.9 million – October 2013; \$54.2 million total minus \$16.9 million (bond) = \$37.3 million – October 2012.

Alterations & Improvements

\$96,000 has been spent from A&I designated reserves of \$2.1 million allocated; \$89,000 has been spent from A&I allocated funds of \$700,000; \$42,000 has been spent from A&I from branch campuses of \$758,000.

Tax Schedule

\$608,758 has been collected out of \$21,909,519 budgeted with \$21,300,761 remaining to collect.

Bond Expenditures

There has been \$67.0 million on Amarillo projects spent out of \$68.0 million budgeted.

Dr. Proffer moved, seconded by Mr. Henke to accept the financial reports. The motion carried unanimously.

ADJOURNMENT:

There being no further business, the meeting was adjourned.

Mary Jane Nelson, Secretary

County of Potter

STATE OF TEXAS
SANTA FE BUILDING

TAX OFFICE
900 S. POLK, SUITE 106
PO BOX 2289
AMARILLO, TEXAS 79105-2289



PHONE: (806)
FAX: (806)
pcto@co.p

SHERRI AYLOR
TAX ASSESSOR-COLLECTOR

November 5, 2014

Amarillo Jr. College
Carolyn Leslie
PO Box 447
Amarillo, TX 79178-0001

Ms. Leslie:

Potter County, as Trustee, has agreed to sell the property located at 3620 NE 22ND AVE to Brian W Barker for \$16,740.00 as a private sale. We have received their payment for the property. Please place this item on your governing body's November 25, 2014 agenda for their deed approval and signature(s).

If you would, e-mail a copy of the agenda as confirmation that this item has been placed on your agenda to katrinaadams@co.potter.tx.us or contact Katrina at #342-2607.

Sincerely,

A handwritten signature in cursive script that reads "Sherri Aylor".

SHERRI AYLOR
Tax Assessor/Collector

SA/ka

Enclosure

**AMARILLO COLLEGE
BUDGET AMENDMENTS
November 25, 2014**

1. AC Hinkson Memorial Campus – transfer of funds to cover expenses of part-time instructor.

Increase English as a Second Language – Non-Appointed Personnel Pool	\$ 15,000.00
Decrease Institution Operations – Contingency Pool	-\$ 15,000.00

2. Physical Plant – transfer of funds to cover expenses of vehicle purchase.

Increase Vehicles Plant – Capital Equipment Pool	\$ 17,999.00
Decrease Alterations and Improvements – Other Pool	-\$ 17,999.00

Minutes of the Amarillo College Board of Regents Regular Meeting of November 25, 2014

AMARILLO COLLEGE
Revenue Budget Status Report
as of October 31, 2014

	Fiscal 2015 Beginning Budget	Fiscal 2015 Current Budget	Fiscal 2015 Actual	%	Fiscal 2014 Budget	Fiscal 2014 Actual	%
State Appropriations	15,255,931	15,255,931	2,546,410	17%	15,278,458	2,574,999	17%
Indirect Cost Recovery	247,425	247,425	15,012	6%	223,454	10,729	5%
Ad Valorem Tax Revenues	17,181,789	17,181,789	2,952,175	17%	16,098,382	2,641,705	16%
Branch Campus Maintenance Tax Rev	1,766,388	1,766,388	34,767	2%	1,777,105	49,065	3%
Subtotal	<u>34,451,533</u>	<u>34,451,533</u>	<u>5,548,364</u>	16%	<u>33,377,399</u>	<u>5,276,498</u>	16%
Tuition and Fees - Academic	18,315,848	18,315,848	7,905,403	43%	18,750,818	8,135,921	43%
Tuition and Fees - Continuing Education	3,028,573	3,028,573	601,313	20%	1,653,860	442,932	27%
Tuition and Fees - Comm. Serv.	1,119,503	1,119,503	323,900	29%	999,187	315,573	32%
Less: TPEG	(482,282)	(482,282)	0	0%	(487,980)	213	0%
Subtotal	<u>21,981,642</u>	<u>21,981,642</u>	<u>8,830,616</u>	40%	<u>20,915,885</u>	<u>8,894,639</u>	43%
KACV - TV	416,300	416,300	69,674	17%	493,200	104,149	21%
Interest Income	82,000	82,000	3,268	4%	80,000	3,801	5%
Other Income	601,900	601,900	83,505	14%	547,600	111,733	20%
East Campus Land Sale Proceeds	-	-	0	0%	-	48,847	0%
Transfer from Auxiliary Enterprises	1,550,945	1,550,945	0	0%	1,274,648	0	0%
Use of Retained Earnings	61,215	61,215	10,203	17%	81,563	13,594	17%
A & I Funding	2,120,000	2,120,000	96,090	5%	1,465,000	573	0%
Branch Campus A&I	100,000	100,000	0	0%	1,065,435	143,594	0%
Subtotal	<u>4,516,060</u>	<u>4,516,060</u>	<u>193,066</u>	4%	<u>4,514,246</u>	<u>322,142</u>	7%
TOTAL REVENUES	<u>61,365,535</u>	<u>61,365,535</u>	<u>\$14,641,720</u>	24%	<u>\$59,300,730</u>	<u>\$14,597,428</u>	25%

Minutes of the Amarillo College Board of Regents Regular Meeting of November 25, 2014

AMARILLO COLLEGE
Expenditures Budget Status Report
as of October 31, 2014

	Fiscal 2015 Beginning Budget	Fiscal 2015 Amended Budget	Fiscal 2015 Actual	%	Fiscal 2014 Budget	Fiscal 2014 Actual	%
Institutional Support	9,580,551	9,439,703	1,705,072	18%	9,643,917	(1,851,692)	-19%
Student Services	3,492,114	3,498,275	537,275	15%	3,430,555	499,140	15%
Fringe Benefits	10,103,944	10,322,556	1,863,242	18%	9,717,970	1,754,982	18%
Resident Instruction	23,809,275	23,505,149	3,752,404	16%	22,345,120	3,534,861	16%
Academic Support	2,169,837	2,402,497	390,209	16%	2,142,326	386,370	18%
Extension and Public Service	2,104,928	2,105,928	309,429	15%	2,171,985	277,539	13%
Physical Plant Operation and Maintenance	5,262,571	5,265,071	1,017,085	19%	5,246,674	868,228	17%
Technology Equipment Replacement	2,086,815	2,086,815	1,294,119	62%	1,672,957	951,317	57%
Alterations and Improvements	2,220,000	2,220,000	96,090	4%	2,271,598	2,280	0%
Contingencies	535,500	519,541	0	0%	657,628	0	0%
TOTAL EXPENDITURES	\$61,365,535	\$61,365,535	\$10,964,925	18%	\$59,300,730	\$6,423,025	11%

Minutes of the Amarillo College Board of Regents Regular Meeting of November 25, 2014

AMARILLO COLLEGE
Auxiliary Enterprises
Profit (Loss) Statement
as of October 31, 2014

	Fiscal 2015			Fiscal 2014		
	Income	Expense	Profit (Loss)	Income	Expense	Profit (Loss)
Bookstores:						
Washington Street	306,826	306,439	387	289,685	261,930	27,755
West Campus	33,633	46,962	(13,329)	38,170	53,090	(14,920)
Total Bookstores	<u>340,459</u>	<u>353,401</u>	<u>(12,942)</u>	<u>327,855</u>	<u>315,020</u>	<u>12,835</u>
Vending:						
Washington Street	5,217		5,217	5,362		5,362
East Campus	1,129		1,129	1,181		1,181
Moore County	409		409	349		349
Hereford Campus	134		134	16		16
Total Vending	<u>6,889</u>	<u>0</u>	<u>6,889</u>	<u>6,908</u>	<u>0</u>	<u>6,908</u>
Rental Property:						
Washington Street	801		801	1,601		1,601
East Campus - Family Housing	464,637	180,958	283,679	433,289	189,493	243,796
East Campus - Industrial	1,370		1,370	1,270		1,270
Total Rental Property	<u>466,808</u>	<u>180,958</u>	<u>285,850</u>	<u>436,160</u>	<u>189,493</u>	<u>246,667</u>
Interest Income	216		216	243		243
Installment Payment Plan	12,190		12,190	13,110		13,110
Student Government Association	131,291	58,399	72,892	141,054	71,205	69,849
Total Other	<u>143,697</u>	<u>58,399</u>	<u>85,298</u>	<u>154,407</u>	<u>71,205</u>	<u>83,202</u>
TOTAL AUXILIARY ENTERPRISES	<u>957,853</u>	<u>592,758</u>	<u>365,095</u>	<u>925,330</u>	<u>575,718</u>	<u>349,612</u>
USES OF THESE PROFITS						
Institutional Scholarships:						
Honors Program Scholarships			0			0
Band Scholarships		250	(250)		300	(300)
Choir			0		(150)	150
Total Institutional Scholarships	<u>0</u>	<u>250</u>	<u>(250)</u>	<u>0</u>	<u>150</u>	<u>(150)</u>
Employee Scholarships:						
Employee Spouse		252	(252)		(132)	132
Employee - Appointed		439	(439)		(264)	264
Employee - Children		243	(243)		374	(374)
Employee Non Appointed		1,780	(1,780)		306	(306)
Total Employee Scholarships	<u>0</u>	<u>2,714</u>	<u>(2,714)</u>	<u>0</u>	<u>284</u>	<u>(284)</u>
Official Functions		8,767	(8,767)		5,576	(5,576)
Transfer from AE to LM for Plant EC			0			0
Total Other	<u>0</u>	<u>8,767</u>	<u>(8,767)</u>	<u>0</u>	<u>5,576</u>	<u>(5,576)</u>
TOTAL USES OF THESE PROFITS	<u>0</u>	<u>11,731</u>	<u>(11,731)</u>	<u>0</u>	<u>6,010</u>	<u>(6,010)</u>
TOTAL AUXILIARY ENTERPRISES	<u>\$957,853</u>	<u>\$604,489</u>	<u>\$353,364</u>	<u>\$925,330</u>	<u>\$581,728</u>	<u>\$343,602</u>

Minutes of the Amarillo College Board of Regents Regular Meeting of November 25, 2014

Amarillo College
Restricted Funds - Revenue and Expenditures
as of October 31, 2014

	Fiscal 2015	Fiscal 2014	Increase (Decrease)
Federal Grants and Contracts	348,929	198,782	150,147
State Grants and Contracts	1,068,604	1,179,902	(111,298)
Local Grants and Contracts	334,603	360,360	(25,757)
KACV Grants and Contracts	890,818	98,123	792,695
TOTAL GRANTS AND CONTRACTS	<u>2,642,954</u>	<u>1,837,167</u>	<u>805,787</u>
Student Aid			
Pell Grants	194,339	173,973	20,366
Suppl. Education Opportunity Grants (SEOG)	23,967	15,400	8,567
College Work Study	56,929	46,812	10,117
Texas Public Education Grants (TPEG)	103,337	146,416	(43,079)
Texas Grant - THECB	613,360	406,104	207,256
EC Scholarships	20,532	0	20,532
DWT-NEG Displaced Worker Training Grant	14,360	0	14,360
Bell Helicopter Engineer Scholarship	4,932		4,932
Resident Instruction	1,088,963	871,888	217,075
Public Service	691,523	572,418	119,105
Student Support Services	94,784	84,461	10,323
TOTAL EXPENDITURES	<u>2,907,026</u>	<u>2,317,472</u>	<u>589,554</u>

Amarillo College
Cash and Investments
as of October 31, 2014

	Cash in Bank and on Hand	TexPool	Amarillo National Fund	Chase	Certificate Of Deposits	Total
Local Maintenance Funds	1,705,648	5,327,573			18,304,245	25,337,466
Auxiliary Enterprises	7,139	247,078			4,450,000	4,704,217
Restricted Funds		506,686	2,330,498		240,000	3,077,184
Endowment Funds		271,287	2,076,853		1,273,214	3,621,354
Unexpended Plant Funds	394,867	872,785		441,994		1,709,646
Retirement of Indebtedness	141,737	48,639			1,600,000	1,790,376
Agency Funds						0
TOTAL	\$2,249,391	\$7,274,048	\$4,407,351	\$441,994	\$25,867,459	\$40,240,243
OCTOBER 2013 TOTAL	\$1,638,055	\$10,812,167	\$4,096,736	\$3,540,929	\$25,436,325	\$45,524,212
OCTOBER 2012 TOTAL	\$2,822,361	\$9,300,056	\$3,622,302	\$11,832,259	\$26,622,023	\$54,199,001

Breakdown of Cash & Investments:

	2015	2014	2013
Amarillo College	21,337,120	24,271,082	22,265,972
EC Land Sale Proceeds	376,268	293,043	0
KACV	6,107,735	5,135,598	4,617,948
HLC	1,035,383	1,092,266	1,088,942
Student Loans	(12,392)	(410,823)	(786,748)
Pass Through Scholarships	621,293	(620,921)	659,963
Restricted	516,112	2,073,918	1,189,238
Auxiliary	6,173,308	5,412,841	5,838,515
Plant/Bonds/Debt Service	3,836,499	7,998,862	19,096,820
Agency	248,917	278,346	228,351
Total	\$40,240,243	45,524,212	\$54,199,001

Minutes of the Amarillo College Board of Regents Regular Meeting of November 25, 2014

AMARILLO COLLEGE
Alterations and Improvements
Projects for Fiscal 2015
as of October 31, 2014

TYPE OF FUNDS	PROJECT	ACTUAL	PROJECTED COST	% COMPLETE
Designated	Ordway - Data Upgrade		\$250,000.00	0%
Designated	Russell Hall - IT Upgrades		\$65,000.00	0%
Designated	Engineering Building - Asbestos Abatement/Renovation	\$23,794.55	\$75,000.00	32%
Designated	Penhandle PBS - HVAC Engineering Study		\$10,000.00	0%
Designated	Student Service Center - HVAC Renovation	\$21,169.02	\$250,000.00	8%
Designated	AMO - East Side Drainage Repairs		\$100,000.00	0%
Designated	West Campus - Bldg C - HVAC Renovation		\$550,000.00	0%
Designated	West Campus - Bldg C - Mortuary Science		\$25,000.00	0%
Designated	West Campus - Allied Health - Repairs		\$15,000.00	0%
Designated	East Campus - MEC Site Improvements		\$300,000.00	0%
Designated	East Campus - Student Service Center - Controls	\$35,918.00	\$45,000.00	80%
Designated	East Campus - Demolish Bldg 1400		\$180,000.00	0%
Designated	East Campus - PTD - Truck Driving Pad		\$205,000.00	0%
Designated	West Campus - Child Development Lab Alterations (Overage)	\$14,796.84	\$14,796.84	100%
Designated	Campus Wide - Carpet Replacement	\$411.19	\$35,203.16	1%
TOTAL A&I FROM DESIGNATED RESERVES		\$96,089.61	\$2,120,000.00	5%
Allocated	Durrett Hall - Office Renovation		5,000.00	0%
Allocated	Engineering Building - Office Renovations		10,000.00	0%
Allocated	Engineering Building - Asbestos Abatement/Renovation	616.31	\$261,763.45	0%
Allocated	Warren Hall Alterations - Testing Lab		45,000.00	0%
Allocated	Student Service Center - HVAC Renovation		\$231,196.54	0%
Allocated	Student Service Center - 2nd Floor Renovation	\$2,862.75	\$4,748.25	62%
Allocated	West Campus - Jones Hall - New North Parking Lot	\$74,080.00	\$105,307.01	70%
Allocated	West Campus - Child Development Lab Alterations	\$4,560.19	\$4,560.19	100%
Allocated	Polk Street - Nixon Gym - New HVAC	\$172.08	\$843.81	20%
Allocated	East Campus - Public Service Train Ctr - Building Upgrades	\$6,636.04	\$26,753.02	25%
Allocated	Campus Wide - Carpet Replacement		\$3,142.88	0%
TOTAL A&I FROM ALLOCATED FUNDS		\$89,027.38	\$699,315.15	13%
TOTAL A&I/LAND IMPROVEMENTS W/O BRANCHES		\$185,116.99	\$2,819,315.15	7%
Branch Campus	Moore County Campus - Student Activities Center		\$45,735.61	0%
Branch Campus	Moore County Campus - New Campus Completion		\$94,964.62	0%
Branch Campus	MC Campus - Upgrades to Security, Fire and Alarm Systems		\$100,000.00	0%
Branch Campus	Moore County Campus - C&TTC Welding Shop	\$42,096.25	\$219,803.25	19%
Branch Campus	Hereford New Campus		\$294,072.00	0%
Branch Campus	Hereford New Campus - Hereford Capital Campaign		\$3,557.24	0%
TOTAL A&I FROM BRANCH CAMPUSES		\$42,096.25	\$758,132.72	6%
TOTAL A&I/LAND IMPROVEMENTS PLUS BRANCHES		\$227,213.24	\$3,577,447.87	6%

Minutes of the Amarillo College Board of Regents Regular Meeting of November 25, 2014

AMARILLO COLLEGE
Tax Schedule
as of October 31, 2014

	FY 2015			FY 2014
	Potter County	Randall County	Total	Total
Net Taxable Values	\$5,314,695,837	\$4,738,879,165	\$10,053,575,002	\$9,744,215,056
Tax Rate	\$0.20750	\$0.20750	\$0.20750	\$0.19950
Assessment:				
Bond Sinking Fund - \$.04529	\$2,351,137	\$2,566,594	\$4,917,730	\$4,674,744
Maintenance and Operation - \$.16221	\$8,420,553	\$9,192,209	\$17,612,763	\$16,381,714
Total Assessment	<u>\$10,771,690</u>	<u>\$11,758,803</u>	<u>\$22,530,493</u>	<u>\$21,056,458</u>
Deposits of Current Taxes	\$120,926	\$412,380	\$533,306	\$368,830
Current Collection Rate	1.12%	3.51%	2.37%	1.75%
Deposits of Delinquent Taxes	\$42,324	\$12,548	\$54,872	\$67,920
Deposits of Penalties and Interest	\$12,941	\$7,639	\$20,580	\$21,268
				collection rate
Budgeted - Bonds			\$4,917,730	100.00%
Budgeted - Maintenance and Operation			\$16,991,789	96.47%
Total Budget			<u>\$21,909,519</u>	97.24%
Total Collected - Current + Delinquent + Penalty/Interest			<u>\$608,758</u>	
Over (Under) Budget			<u>(\$21,300,761)</u>	<u>(\$20,098,108)</u>

Minutes of the Amarillo College Board of Regents Regular Meeting of November 25, 2014

AMARILLO COLLEGE
Bond Expenditures - Fund 60
Bond Projects
as of October 31, 2014

VENDOR	PRIOR YEARS EXPENSES	EXPENSES FY 15			TOTAL EXPENSES	PROJECTED COST	% COMPLETE
		ARCHITECT FEES	CONSTRUCTION MANAGER FEES	OTHER EXPENSES			
Construction in Progress:							
Bond Sale Fee	\$107,751.92	\$0.00	\$0.00	\$0.00	\$107,751.92	\$107,751.92	100%
General Construction Expenses - All Campuses	\$97,168.30	\$0.00	\$0.00	\$0.00	\$97,168.30	\$97,168.30	100%
Dutton Hall - Remodel - WSC	\$3,076,213.43	\$0.00	\$7,780.00	\$6,730.88	\$3,090,724.31	\$3,232,791.00	96%
Byrd Business Building - Remodel - WSC	\$7,701,854.79	\$2,001.11	\$0.00	\$0.00	\$7,703,855.90	\$8,041,042.13	96%
Parcells Hall - Remodel - WSC	\$8,976,255.25	\$2,445.81	\$0.00	\$0.00	\$8,978,701.06	\$9,095,585.29	99%
Lynn Library - Renovations at Existing Building-WSC	\$892,582.93	\$0.00	\$0.00	\$0.00	\$892,582.93	\$892,582.93	100%
CUB - Remodel - WSC	\$491,948.01	\$0.00	\$0.00	\$0.00	\$491,948.01	\$528,426.88	93%
Music Buildings-Renovations at Existing Building-WSC	\$3,069,974.76	\$0.00	\$0.00	\$0.00	\$3,069,974.76	\$3,277,223.88	94%
EC Industrial Center - Renovate (Welding, Restrooms, HVAC)	\$4,758,929.33	\$3,281.66	\$0.00	\$0.00	\$4,762,210.99	\$4,879,713.08	98%
EC Transportation Complex Bldg S - Addition/Renovate Bldg	\$890,462.30	\$0.00	\$0.00	\$0.00	\$890,462.30	\$896,381.95	99%
Total Construction in Progress	\$30,063,141.02	\$7,728.58	\$7,780.00	\$6,730.88	\$30,085,380.48	\$31,048,667.36	97%
Completed Projects:							
Durrett Hall - Relocation of Electronics - WSC	\$57,248.10	\$0.00	\$0.00	\$0.00	\$57,248.10	\$57,248.10	100%
Warren Hall - Remodel - WSC	\$2,437,662.86	\$0.00	\$0.00	\$0.00	\$2,437,662.86	\$2,437,662.86	100%
Dutton Hall - Remodel - WSC	\$554,727.60	\$0.00	\$0.00	\$0.00	\$554,727.60	\$554,727.60	100%
Parcells Hall - KACV Data Room - WSC	\$184,307.44	\$0.00	\$0.00	\$0.00	\$184,307.44	\$184,307.44	100%
Chill Water Loop System - WSC	\$881,655.78	\$0.00	\$0.00	\$0.00	\$881,655.78	\$881,655.78	100%

Minutes of the Amarillo College Board of Regents Regular Meeting of November 25, 2014

AMARILLO COLLEGE
Bond Expenditures - Fund 60
Bond Projects
as of October 31, 2014

VENDOR	PRIOR YEARS EXPENSES	EXPENSES FY 15			TOTAL EXPENSES	PROJECTED COST	% COMPLETE
		ARCHITECT FEES	CONSTRUCTION MANAGER FEES	OTHER EXPENSES			
Science Laboratory Building - WSC	\$10,024,693.08	\$0.00	\$0.00	\$0.00	\$10,024,693.08	\$10,024,693.08	100%
New Parking Lot - WSC	\$816,500.72	\$0.00	\$0.00	\$0.00	\$816,500.72	\$816,500.72	100%
Building B - Remodel - West Campus	\$1,417,215.97	\$0.00	\$0.00	\$0.00	\$1,417,215.97	\$1,417,215.97	100%
Life Enrichment Center - Polk St Campus	\$56,553.00	\$0.00	\$0.00	\$0.00	\$56,553.00	\$56,553.00	100%
East Campus - New HVAC	\$2,697,749.61	\$0.00	\$0.00	\$0.00	\$2,697,749.61	\$2,697,749.61	100%
Clinical Simulation Center (at Texas Tech)	\$999,993.75	\$0.00	\$0.00	\$0.00	\$999,993.75	\$999,993.75	100%
Jones Hall - West Campus	\$12,356,292.87	\$0.00	\$0.00	\$0.00	\$12,356,292.87	\$12,356,292.87	100%
New Parking Lot - Polk St Campus	\$830,383.82	\$0.00	\$0.00	\$0.00	\$830,383.82	\$830,383.82	100%
Allied Health - Remodel - West Campus	\$3,617,334.47	\$0.00	\$0.00	\$0.00	\$3,617,334.47	\$3,617,334.47	100%
Total Completed Projects	\$36,932,319.07	\$0.00	\$0.00	\$0.00	\$36,932,319.07	\$36,932,319.07	100%
Total Bond Projects	\$66,995,460.09	\$7,728.58	\$7,780.00	\$6,730.88	\$67,017,699.55	\$67,980,986.43	99%
Revenue Bond Projects-Completed:							
Moore County New Campus	\$4,676,969.25	\$0.00	\$0.00	\$0.00	\$4,676,969.25	\$4,676,969.25	100%
Total Revenue Bond Projects Completed	\$4,676,969.25	\$0.00	\$0.00	\$0.00	\$4,676,969.25	\$4,676,969.25	100%

Minutes of the Amarillo College Board of Regents Regular Meeting of November 25, 2014

**Amarillo College
Reserve Analysis FY 2015
As Of 10/31/14**

Encumbered Prior to 8/31/14	Balance as of 08/31/2014	Current Fiscal Year Activity	Ending Balance	Explanation
Overlapping Purchase Orders	95,614	(51,920)	43,694	Materials and services requested in prior year and charged against prior year budget but received and paid for in the current year
Subtotal	95,614	(51,920)	43,694	
Board Restricted				
Equipment Reserve	1,700,000		1,700,000	Set-up for equipment purchases required but not budgeted
Facility Reserve	3,500,000	(67,867)	3,432,133	Set-up for facility purchases required but not budgeted
Technology Reserve	(133,497)		(133,497)	Set-up for IT related purchases required but not budgeted
Sim Central	283,459		283,459	Sim Central prior years revenues over expenses fund balance
East Campus A&I Designated	560,000	(117,250)	442,750	Set-up for East Campus improvements required but not budgeted
SGA	89,833		89,833	Student government prior years revenues over expenses fund balance
Insurance	3,661,115		3,661,115	Set-up to cover insurance deductibles and claims that fall below the deductibles and for roofing repairs due to the 5/28/14 hail storm
Moore County Campus Designated	483,551	(52,299)	431,253	Moore County prior years revenues over expenses fund balance
Hereford Campus Designated	876,827		876,827	Hereford Campus prior years revenues over expenses fund balance
East Campus Land Proceeds	376,268		376,268	Proceeds from sale of land at East Campus
East Campus Designated	1,837,931		1,837,931	East Campus set aside from the State of Texas for operations of programs at TSTC (EC)
Subtotal	13,235,487	(237,416)	12,998,072	
Unrestricted Reserve				
Undesignated Local Maintenance	9,584,379		9,584,379	Local Maintenance prior years revenues over expenses fund balance
Undesignated Auxiliary	4,525,496		4,525,496	Auxiliary prior years revenues over expenses fund balance
Subtotal	14,109,875	-	14,109,875	
Total	27,440,976	(289,336)	27,151,641	
Fiscal Year 2014	26,447,719	993,257	27,440,976	
Fiscal Year 2013	26,677,885	(230,166)	26,447,719	
Fiscal Year 2012	24,021,539	2,656,346	26,677,885	
Fiscal Year 2011	21,927,855	2,093,684	24,021,539	
Fiscal Year 2010	21,093,864	833,991	21,927,855	