

**AMARILLO COLLEGE BOARD OF REGENTS  
MINUTES OF REGULAR BOARD MEETING  
November 15, 2016**

**REGENTS PRESENT:** Ms. Michele Fortunato, Chair; Mr. Dan Henke, Secretary; Mr. Jay Barrett, Ms. Anette Carlisle; Mr. Patrick Miller; Dr. Neal Nossaman; Dr. David Woodburn

**REGENTS ABSENT:** Dr. Paul Proffer, Vice-Chair, Mr. Johnny Mize

**CAMPUS REPRESENTATIVES PRESENT:** Mr. Michael Kitten, Representative for the Hereford Campus; Mr. Mike Running, Representative for the Moore County Campus

**OTHERS PRESENT:** Mr. Robert Austin, Vice President of Student Affairs; Ms. Cara Crowley, Chief of Staff; Ms. Lyndy Forrester, Vice President of Employee and Organizational Development; Dr. Russell Lowery-Hart, President; Mr. Steve Smith, Vice President of Business Affairs; Dr. Deborah Vess, Vice President of Academic Affairs; Mr. Mark White, Executive Vice President and General Counsel

Mr. Kevin Ball – Director of Station Operations, KACV-TV  
 Dr. Claudie Biggers – Department Chair for Biology  
 Ms. Joy Brennehan – Exec. Asst., Pres's Off. and Asst. Secy. to the Board of Regents  
 Chief Steve Chance – AC Police Chief  
 Mr. Terry Childers – Interim City Manager for the City of Amarillo  
 Ms. Donna Cleere – Faculty Pay for Performance Committee Member  
 Dr. Tamara Clunis – Dean of Academic Success  
 Mr. Wes Condray – Director of Communications and Marketing  
 Mr. Bob Cowell – Deputy City Manager for the City of Amarillo  
 Mr. Ben Egel – Amarillo Globe News reporter  
 Ms. Emily Gilbert – Faculty Pay for Performance Committee Member  
 Ms. Nancy Forrest – Faculty Senate President  
 Ms. Toni Gray – Dean of Continuing Education  
 Mr. Brian Jacob – Faculty Pay for Performance Committee Member  
 Mr. Terry Kleffman – Chief Information Officer  
 Ms. Shawna Lopez – Faculty Pay for Performance Committee Member  
 Ms. Logan Nelson – Student Government Association President  
 Mr. Mitch Parker – Director of Career and Testing Services  
 Mr. Frank Sobey – Dean of Liberal Arts  
 Mr. Pricha Thephaphine – Field Support Team Leader, ITS  
 Mr. Thomas Warren – Amarillo Pioneer publication  
 Mr. Collin Witherspoon – Director of Decision Analytics and Institutional Research  
 Ms. Reem Witherspoon – Faculty Pay for Performance Committee Member  
 Mr. Joseph Wyatt – Communications Coordinator, College Relations

**STATUS UPDATE**

**The Status Update meeting was called to order at 5:56 p.m. by Ms. Michele Fortunato, Chairman of the Board of Regents.**

**Dr. Lowery-Hart invited the Board of Regents to three holiday events on AC's campus.**

- Help distribute grocery sacks of food for a Thanksgiving meal to students on November 21 from 10:00 a.m. – 2:00 p.m. in the Louise Daniel Room, CUB, 1<sup>st</sup> floor.

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- All AC Christmas party on December 8<sup>th</sup> in the mall area from 3:00 - 5:00 p.m. with a lighting of the lights at 4:30.
- Christmas party on December 13<sup>th</sup> from 5:30 – 6:30 for the Board, President's Cabinet, and President's Leadership Institute members who completed the training last year and those who will be beginning in January. Invitations will be going out for this event.

**Mr. Mark White also informed the Board they would be receiving invitations to a holiday party for the Amarillo College Foundation Board, Board of Regents, and President's Cabinet on December 1 in the lobby of the CUB, 2<sup>nd</sup> floor. This is the first time this group has gathered together and Mr. White wants the Foundation Board to have more opportunities to interact with college leadership.**

**STUDENT GOVERNMENT ASSOCIATION REPORT**

Logan Nelson reported that on November 9<sup>th</sup> diversity speaker Dr. Jodi Merriday spoke and was enjoyed by faculty and students. They have had a pot luck with food from different cultures and have travelled to El Paso for the SGA Regional Conference. The students are working hard to finish this semester well.

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

**Executive Committee** – report by Fortunato, Proffer, Henke

No Report

**AC Foundation** – report by Woodburn, Henke, Barrett

At their meeting on November 14, this committee heard from the financial advisor. \$35.2M is invested in a mixed portfolio. They received a detailed report. They also discussed the upcoming party on December 1. It was noted that over the past year \$1M in gift donations have been received or will be received soon. Some of these have been for the enhancement of the diesel mechanics program by John Kritser and the donation of an engine by Bruckner Trucks.

**Amarillo Museum of Art (AMoA)** – report by Fortunato, Lowery-Hart

Ms. Fortunato noted that the current exhibit entitled the *Open Road* includes a juried photography exhibition that has an Amarillo flavor to it.

**Panhandle PBS** – report by Nossaman, Miller

Mr. Miller noted that PBS has received \$26,000 in grant funding for PBS Learning media. The new social media person is doing a good job. The election coverage by *Live Here* received 30,000 views. The *Hamilton* showings have been full to capacity as was the *Yellow City Sounds* concert with Dana. The *Live Here* show coming up on November 17<sup>th</sup> title *Amarillo Since MLK* includes an interview with Mr. Miller. Another show highlights Wes Reeves of Xcel Energy reading poetry. Chip Chandler has been following Amarillo Little Theatre through its first curtain call to the end of the season and was able to travel to New York City with ALT. He will be sharing videos from this trip. Wes Condray was introduced as the new Director of Communications and Marketing.

**Tax Increment Reinvestment Zone (TIRZ)** – report by Woodburn

Dr. Woodburn reported that Gary Jennings presented a plan to remodel the old Firestone Building.

**Amarillo Foundation for Education and Business** – report by Proffer-Chair, Mize, Carlisle, Running

Committee has not met and there is no report.

**East Property Family Housing Committee** – report by Mize-Chair, Proffer, Barrett, Kitten

No Report.

**Standing Policies & Procedures Committee** – report by Carlisle-Chair, Fortunato, Woodburn  
Mr. White is presenting a specific policy for naming policies at the regular agenda meeting. The committee will present three policies for approval at the next board meeting on January 24, 2017 and will ask the Board to approve policies as they are completed.

**Finance Committee (AC Investment, Potential Lease & Sales Opportunities)** – report by Henke-Chair, Proffer, Mize, Kitten  
Committee has not met and there is no report.

**Legislative Affairs Committee** – Carlisle-Chair, Miller, Nossaman, Barrett  
Things are beginning to happen in Austin with the new session about to begin. Dr. Lowery-Hart has discussed the possibility of a trip by Board and Cabinet members sometime in January to meet with elected officials. Ms. Brenneman will send out an email to check availability. He asked Board members to let him know by the end of the week if, and when, they might be able to go. While there, they would have dinner with TACC leadership and discuss talking points. TEA, THECB, and TWC have met around the state over the past few years and have put together a report that aligns with much of what AC has been doing with focus on success and completion. There is a now an NLNE GO app specific to AC and WTAMU and 1900 high school students have now downloaded this app.

Michael Kitten will be in Austin over the next few weeks and will have the opportunity to visit with legislative officials on behalf of Amarillo College.

**Community College Association of Texas Trustees (CCATT)** – report by Barrett  
No report.

**Nominating Committee** – Nossaman-Chair, Proffer, Barrett  
No Report.

## **FACULTY PAY FOR PERFORMANCE**

Nancy Forrest presented the Faculty Pay for Performance process and information. She acknowledged that the committee understood that the Board no longer wanted across the board pay raises and had asked for pay for performance plans to be developed for all Amarillo College faculty and staff. The plans for Classified and Administrative staff are done and will be implemented for 2016-2017. Faculty was given an additional year to develop their plan. Ms. Forrest introduced the faculty led committee working on this plan: Donna Cleere, Emily Gilbert, Brian Jacob, Shawna Lopez, Reem Witherspoon, and herself.

Ms. Forrest noted that the committee started the process with research of other colleges and models and decided to use *Developing a Comprehensive Faculty Evaluation System* by Raoul A. Arreola as a guide. This method is considered the standard evaluation for merit pay in higher education. They then offered faculty workshops and gathered faculty input to determine roles and weights within the evaluation system. It was determined that faculty would be able to choose the number within minimum and maximum weights for the different roles. The roles to be evaluated are Teaching (design, delivery, assessment, resource management), Professional Development, and Service (departmental, institutional, community). The committee developed scales, rubrics, and a 5 x 5 Performance Matrix using a scale of 1 – 5. The higher the point value, the higher the raise.

During the 2<sup>nd</sup> round of faculty workshops a number of concerns and push back became apparent from faculty. About half of the faculty are not in favor of this system for a number of reasons which

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have been voiced through Faculty Senate. The biggest concern is favoritism while at the same time most are also excited about being rewarded for a job well done.

Dr. Lowery-Hart has previous experience with this process and noted that faculty must be allowed to participate in, create, and react to it. He thanked the committee for their service and noted that it has been entirely faculty driven. Through the process almost all faculty have been able to attend a workshop which has resulted in specific ideas for improvement plans and measurable tools. A final proposal will be brought to the Board and the system will be implemented in Fall 2017.

**ENROLLMENT UPDATE**

Dr. Lowery-Hart noted that enrollment is up from the beginning of the Fall.

**NO EXCUSES 2020**

Collin Witherspoon presented encouraging data from eight week courses in Developmental Education. In Spring of 2015, with 16-week courses, Dev Ed courses had a success rate of 55% which is very good. However, with the 8-week course format, success rates have climbed even higher.

- Spring 2016: 16-week courses – 62% success
- Spring 2016: 1<sup>st</sup> 8-week courses – 69% success rate
- Spring 2016: 2<sup>nd</sup> 8-week courses – 65% success rate
- Fall 2016: 1<sup>st</sup> 8-week courses – 79% success rate

This also resulted in a 17% increase in enrollments. The U.S. Department of Education has named us as a thought leader in Developmental Education.

The video of the 100 students reflects two male students are now gone. They were both part-time students in a technical education program and had required developmental education.

The Board toured the Academic Success Department on the third floor of the Ware Student Commons. This department houses developmental education and adult basic education and literacy. Dr. Tamara Clunis stated that their goal is 90% success by the Fall of 2017 and that they are ahead of their set milestones and schedule to achieve the 90% success measure. The slogan for Academic Success is "success is the only option." The transformation of developmental education has been accomplished by changing the structure, the curriculum, and the people through professional development, team building, and new hires.

Dr. Clunis outlined the success center model for AC:

- No cost to students
- By-pass developmental education when possible
- No longer offering basic developmental education

The Services included within the Academic Success Department for students are:

- Blackboard orientation
- 2-hour courses
- 8-hour courses
- HEESI prep test for nursing
- TSI advising
- MAP sessions
- TSI pre-assessment sessions
- TSI HB5 readiness support

**The status update meeting adjourned at 6:54 p.m.**

## REGULAR BOARD MEETING

The Regular Meeting was called to order at 7:03 p.m. by Ms. Michele Fortunato, Chairman of the Board of Regents.

### **WELCOME**

Ms. Fortunato welcomed all in attendance.

### **PUBLIC COMMENTS**

Ms. Fortunato asked for public comments. There were none.

### **MINUTES APPROVED**

Minutes of the regular meeting of October 25, 2016 had been provided to the Regents prior to this meeting. There was no discussion.

**Mr. Miller moved, seconded by Dr. Nossaman, to approve the minutes. The motion carried unanimously.**

### **CONSENT AGENDA APPROVED**

#### **A. APPOINTMENTS:**

##### Faculty

##### **Coffman, Ashley K. – Instructor, Biology, Hinkson Memorial Campus**

Effective Date: October 24, 2016

Salary: \$43,572/year for 9 months, full time

Qualifications: Master's Degree in Biology

Experience: More than 3 years related experience

Replacement for: Tiffany Pearson

Bio: Ashley Coffman received her Bachelor's degree in Interdisciplinary Studies in Education and received her Master's in Biology from West Texas A&M University in Canyon and has completed 32 graduate hours at WTAMU. Ashley has experience as a Pathology Lab Technician with Food Safety Net. She has experience as a Graduate Teaching Assistant with WTAMU and as Assistant Manager/Buyer with Robinsons. She also has teaching experience with Storyland Preschool.

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

The Budget Amendments are attached at page 67.

**Ms. Carlisle moved, seconded by Mr. Miller, to approve the consent agenda. The motion carried unanimously.**

### **POLICY FOR NAMING OPPORTUNITIES DISCUSSED**

A revision of board policy CLA, the policy for the naming of facilities and programs, is attached at pages 68 and 69.

This item was postponed until the January 2017 meeting as Mr. White is drafting the policy. The proposed policy will be on the Agenda at the January 2017 meeting as an action item. Mr. White is requesting feedback from the Board on the level of gifts needing Board approval for naming. Honorific

naming would always require Board approval. Mr. White and Dr. Lowery-Hart could approve gift naming up to a certain level with larger gifts requiring Board approval. As fund-raising efforts grow, donors will expect immediate agreements without having to wait on Board approval. It was noted that WTAMU requires Board approval for gifts over \$1M and anything under that requires the President or Executive Vice President's approval. Texas Tech's policy is similar. Most community colleges don't have well-defined policies and few do what Amarillo College is doing in the area of fundraising. Mr. White asked the Board to read the policy again, suggest a threshold that would require Board approval, and send their recommendations to him. He will forward them the most recent draft of the policy via email. The policy will need to take into consideration that the board and administration will change in time.

**No action was taken on this item.**

## **CONSIDERATION OF PARTICIPATION IN THE EAST GATEWAY TIRZ #2 DISCUSSION**

Interim City Manager Terry Childers and Deputy City Manager for the City of Amarillo Bob Cowell presented information on the East Gateway Tax Increment Reinvestment Zone No. 2 and are asking Amarillo College to participate at 100% of the Amarillo College District tax rate for the full term of the ZONE.

Mr. Childers believes this is an exciting project for Amarillo and will get ahead of some new growth. This TIRZ is in an area of the community that has a deficit of infrastructure. The TIRZ will allow this portion of the city to continue to grow without asking taxpayers for additional funding. He believes AC's participation is critical as a partner with the City. He plans to bring an economic development plan to city leaders that includes AC and noted that the city values its partnerships with Amarillo College, Potter County, and Randall County.

Mr. Cowell provided the preliminary project and financing plan to the Board members. It is a model/projection and the first document required by the State. It is similar to the TIRZ #1 which has now reinvested \$52M for the downtown area in its first 10 years. The TIRZ #2 project is based on an expected \$100M growth over the next 30 years and includes building of a \$15M multi-court gym facility, relocation of the Big Texan, additional restaurants, a new RV park, hotels, a new Toot N Totem, and funds for enhancements to the "gateway" into Amarillo. The athletic facility will not be built until the revenue is able to sustain it, likely in years 4 through 6. The Lee's will donate the property for this and City will operate the facility. The project will frontload infrastructure such as streets, drainage, and water and waste extensions to stimulate development.

The City established the TIRZ #2 on November 8, 2016. Potter County voted to participate. A vote by the Panhandle Ground Water Conservation District is forthcoming. All of the entities included will continue to collect their taxes on the current valuation of the property. Taxes collected over these amounts as property values increase will go into the TIRZ #2. Amarillo ISD will benefit 100% from the development as they are not allowed to participate. Mr. Cowell noted that some of the reasons to participate include the benefit to the school district, sales tax increases, new infrastructure, additional economic activity, and new jobs. The TIRZ board will have 9 members. By statute, all taxing entities will have a seat at the Board whether participating or not. Other appointments will be made by the City Council. The next step is formation of the Board whose first order of business is to finalize the plan and submit it to the City Council.

Mr. Childers and Mr. Cowell answered many questions presented by the Board regarding TIRZ #1, boundary selection for TIRZ #2 and noted that this new TIRZ does not include any residential development. Thirty years is the maximum length for a TIRZ and after that all taxes will return to the taxing entities. TIRZ #1 took 7 to 10 years to begin showing progress. This property includes

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approximately 900 acres, one-half of which is owned by the Lees or Mitchells. Xcel Energy also owns property in this area and other area owners have development ideas as well. Should Amarillo College decide to participate, it must participate for the full 30 years but may participate at a lower percentage.

They also noted that the proposed athletic facility is not the same as two defeated proposals for athletic facilities. This one is smaller, in a better location, with ready access and no tax dollars required for completion. It could be used by anyone in the community, Kid's Inc., youth leagues, open play, tournament play, etc. It would have 8 basketball courts and 16 volleyball courts, could be fee structured, and will be operated by Parks and Recreation.

Ms. Fortunato noted that AC received 35.55% of its funding from the State in 2008 when TIRZ #1 was approved. AC now only receives 22.46% from the state. If the Board approves full participation in TIRZ #2 it may require the college to raise taxes or tuition in the future. It was determined that there is no conflict of interest for Jay Barrett and Patrick Miller as employees of Amarillo ISD to vote on this matter. The Board requested an economic impact report from the City.

**Dr. Woodburn moved, seconded by Mr. Miller, to postpone consideration of participation in TIRZ #2 to the January 24, 2017 regular meeting of the Board of Regents. The motion carried unanimously.**

**FINANCIAL REPORT APPROVED**

The October 2016 financial statements are attached at pages 70 through 77.

Mr. Smith reviewed the financials for October 2016 and noted:

- Revenue is at \$11,990,549 which is an increase over last year
- Expenses are 10,307,765 which is a decrease from last year
- Auxiliary Enterprises has a profit of \$199,274

**Ms. Carlisle moved, seconded by Mr. Miller, to accept the financial report. The motion carried unanimously.**

**CLOSED MEETING**

There was no closed meeting during this Board meeting.

**ADJOURNMENT**

The meeting was adjourned at 8:30 p.m.

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Daniel E. Henke, Secretary

**AMARILLO COLLEGE  
BUDGET AMENDMENTS  
November 15, 2016**

**1. Vice President of Academic Affairs – transfer of funds to cover expenses of salary.**

Increase Dean of Liberal Arts – Appointed Personnel Pool	\$ 33,767.60
Decrease Regular Overload/Part-time – Appointed Personnel Pool	\$ (4,888.00)
Decrease English – Appointed Personnel Pool	\$(28,879.60)

**2. Advising Department – transfer of funds to cover expenses of salary.**

Increase Academic Outreach – Appointed Personnel Pool	\$58,588.00
Decrease Advising Department - Appointed Personnel Pool	(\$58,588.00)

## **NAMING OPPORTUNITIES**

### **CLA**

The naming of facilities and programs is a way to honor distinguished alumni, donors and friends of Amarillo College.

The President of the College has delegated the administration of the naming of facilities and programs to the Executive Vice President, Institutional Advancement (EVP). Based on that delegation, the EVP is responsible for designing and implementing a program that gives a high level of consideration and due diligence to naming practices, and compliance with donor agreements. The EVP will prepare a full “menu” of naming opportunities for a focused fundraising effort.

### **GIFT NAMING**

1. The naming of a building, structure, space or program may be recommended based on a substantial gift by a donor for new construction, renovation, or naming rights of a facility or establishment and/or enhancement of a program. Naming gifts should provide a substantial portion of the cost for construction, renovation, establishment or enhancement to include generally at least one-third to one-half of the cost.
2. Gift amounts will be based on one or more of the following considerations:
  - a. Visibility or notoriety of the building, structure, space or program;
  - b. Amount needed to provide a meaningful level of support, ideally through endowment, for the long term maintenance of the building, structure, space or program; and
  - c. Amount needed to support significant program improvements that will elevate the status of the program.
3. For new programs, naming gifts should provide a substantial portion of the cost of the establishment and/or enhancement with an emphasis on long term sustainability of the program.

### **HONORIFIC NAMING**

Facilities and programs may be named for an individual who has provided exemplary or meritorious service or substantial philanthropic support to the College.

1. Decisions to name facilities and programs in honor of an individual when no financial gift is involved shall be made under circumstances free from emotion or transitory pressures. Therefore, when a nomination involves service or professional contributions to the institution, a proposal shall not be considered until the individual has been retired or deceased for at least one year.
2. All nominations for honorific naming must be submitted to the EVP. Nominations approved by the EVP will be submitted to the Board of Regents for final approval.

## **PERMANENCE OF NAMING**

1. Unless a particular time-frame has been agreed upon, the naming of the building, structure, space or program is intended to be in place for the life of the specific building, structure, space or program. If, in the determination of the President and, if appropriate, the Board of Regents, circumstances change so that the purpose for which the building, structure, space or program was established is significantly altered or if the building, structure, space or program is no longer needed, they shall direct the EVP to determine an appropriate way to recognize the donor's or honoree's naming gift in perpetuity. If the College and the donor(s) previously established a Gift Agreement or contract that provides a practicable course of action, then that action shall be followed.
2. College naming opportunities shall bear only the name of individuals or entities that exemplify the attributes of integrity, character and leadership consistent with the highest values of Amarillo College. If, in the sole determination of the Board of Regents, those attributes are not maintained, the Board of Regents reserves the right to remove the donor's/honoree's name from a building, structure, space or program. This provision will be made part of all donor agreements.

## **NAMING CONSIDERATION FOR A PLEDGE**

1. If a naming will be in consideration of a total gift pledged to be paid over a period of years, the timing of the official naming must be clearly articulated in a formal Gift Agreement.
2. In most cases, naming will go into effect only after the pledge is fulfilled and the required total amount has been received by Amarillo College. In some cases and subject to the approval of the EVP, naming will go into effect immediately with a clear and documented understanding that the naming will be altered or removed if the full pledge is not paid in a mutually agreed timeframe.

## **SIGNAGE AND USE OF CORPORATE LOGO**

Names will appear on structures with appropriate signage and lettering as determined by Amarillo College. No permanent corporate logos will be permitted. The logo of a business entity making a named gift for a structure or program may be included with the name temporarily affixed to an interior feature, object, space, building or outdoor area during construction, remodeling or designated event.

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AMARILLO COLLEGE									
Revenue Budget Status Report									
as of October 31, 2016									
		Fiscal 2017	Fiscal 2017	Fiscal 2017		Fiscal 2016	Fiscal 2016		
		Beginning Budget	Current Budget	Actual	%	Budget	Actual	%	
State Appropriations		13,793,778	13,793,778	2,298,963	17%	13,793,778	2,298,963	17%	
Indirect Cost Recovery		265,086	265,086	11,192	4%	216,228	14,215	7%	
Ad Valorem Tax Revenues		19,304,538	19,304,538	12,833	0%	18,096,598	14,404	0%	
Branch Campus Maintenance Tax Rev		1,515,189	1,515,189	27,377	2%	1,655,429	18,430	1%	
Subtotal		34,878,591	34,878,591	2,350,365	7%	33,762,033	2,346,012	7%	
Tuition and Fees - Academic		17,459,782	17,459,782	8,640,740	49%	19,991,237	8,247,515	41%	
Tuition and Fees - Continuing Education		2,977,170	2,977,170	504,567	17%	3,312,992	595,753	18%	
Tuition and Fees - Comm. Serv.		1,264,274	1,264,274	340,055	27%	1,072,220	321,087	30%	
Less: TPEG		(448,376)	(448,376)	0	0%	(482,520)	(2,631)	1%	
Subtotal		21,252,850	21,252,850	9,485,362	45%	23,893,929	9,161,724	38%	
KACV - TV		479,675	479,675	61,881	13%	416,300	71,228	17%	
Interest Income		90,000	90,000	5,454	6%	85,000	3,214	4%	
Other Income		1,004,749	1,004,749	62,308	6%	538,100	79,168	15%	
Transfer from Auxiliary Enterprises		1,480,996	1,480,996	0	0%	1,625,842	0	0%	
Use of Retained Earnings		151,075	151,075	25,179	0%	0	0	0%	
A & I Funding		908,650	908,650	0	0%	1,350,000	77	0%	
Branch Campus A&I		0	0	0	0%	100,000	0	0%	
Subtotal		3,635,470	3,635,470	92,941	3%	3,698,942	82,459	2%	
<b>TOTAL REVENUES</b>		<b>60,246,586</b>	<b>\$60,246,586</b>	<b>\$11,990,549</b>	<b>20%</b>	<b>\$61,771,204</b>	<b>\$11,661,423</b>	<b>19%</b>	

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AMARILLO COLLEGE										
Expenditures Budget Status Report										
as of October 31, 2016										
		Fiscal 2017 Beginning Budget	Fiscal 2017 Amended Budget	Fiscal 2017 Actual	%			Fiscal 2016 Budget	Fiscal 2016 Actual	%
Institutional Support		9,172,656	9,192,356	1,481,156	16%			9,321,356	1,544,528	17%
Student Services		3,305,487	3,216,905	484,160	15%			3,475,538	522,967	15%
Fringe Benefits		10,525,517	10,525,517	1,744,734	17%			11,996,894	1,904,234	16%
Resident Instruction		22,871,144	22,912,021	3,417,003	15%			23,479,520	3,627,661	15%
Academic Support		1,787,212	1,829,432	288,942	16%			2,173,959	303,719	14%
Extension and Public Service		1,938,326	1,935,126	281,983	15%			1,961,039	278,824	14%
Physical Plant Operation and Maintenance		5,228,760	5,254,760	987,307	19%			5,167,730	1,011,834	20%
Technology Equipment Replacement		2,478,475	2,478,475	1,467,888	59%			2,360,162	1,122,309	48%
Alterations and Improvements		1,308,650	1,308,650	18,451	1%			1,450,000	77	0%
Contingencies		1,630,359	1,593,344	136,141	9%			385,006	0	0%
<b>TOTAL EXPENDITURES</b>		<b>\$60,246,586</b>	<b>\$60,246,586</b>	<b>\$10,307,765</b>	<b>17%</b>			<b>\$61,771,204</b>	<b>\$10,316,153</b>	<b>17%</b>

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AMARILLO COLLEGE						
Auxiliary Enterprises						
Profit (Loss) Statement						
as of October 31, 2016						
	Fiscal 2017			Fiscal 2016		
	Income	Expense	Profit (Loss)	Income	Expense	Profit (Loss)
<b>Bookstores:</b>						
Washington Street	230,597	296,112	(65,515)	170,822	162,075	8,747
West Campus			0	28,061	31,732	(3,671)
<b>Total Bookstores</b>	<b>230,597</b>	<b>296,112</b>	<b>(65,515)</b>	<b>198,883</b>	<b>193,807</b>	<b>5,076</b>
<b>Vending:</b>						
Washington Street	5,629		5,629	3,739		3,739
East Campus	1,247		1,247	874		874
Moore County	360		360	296	2,329	(2,033)
Hereford Campus	311		311	150		150
<b>Total Vending</b>	<b>7,547</b>	<b>0</b>	<b>7,547</b>	<b>5,059</b>	<b>2,329</b>	<b>2,730</b>
<b>Rental Property:</b>						
Washington Street	801		801	801		801
East Campus - Family Housing	458,005	162,167	295,838	448,947	222,438	226,509
East Campus - Industrial	1,520		1,520	1,440		1,440
<b>Total Rental Property</b>	<b>460,326</b>	<b>162,167</b>	<b>298,159</b>	<b>451,188</b>	<b>222,438</b>	<b>228,750</b>
Interest Income	353		353	236		236
Installment Payment Plan	12,134		12,134	47,710		47,710
Student Government Association		48,987	(48,987)	123,058	57,912	65,146
Total Other	12,487	48,987	(36,500)	171,004	57,912	113,092
<b>TOTAL AUXILIARY ENTERPRISES</b>	<b>710,957</b>	<b>507,266</b>	<b>203,691</b>	<b>826,134</b>	<b>476,486</b>	<b>349,648</b>
<b>USES OF THESE PROFITS</b>						
	Fiscal 2017			Fiscal 2016		
<b>Institutional Scholarships:</b>						
Honors Program Scholarships			0			0
Band Scholarships			0			0
Choir			0			0
<b>Total Institutional Scholarships</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Employee Scholarships:</b>						
Employee Spouse		383	(383)		60	(60)
Employee - Appointed		395	(395)		1,415	(1,415)
Employee - Children		190	(190)		677	(677)
Employee Non Appointed		25	(25)		1,209	(1,209)
<b>Total Employee Scholarships</b>	<b>0</b>	<b>993</b>	<b>(993)</b>	<b>0</b>	<b>3,361</b>	<b>(3,361)</b>
Official Functions		3,424	(3,424)		2,795	(2,795)
Retirement Incentive-Bookstore			0			0
Total Other	0	3,424	(3,424)	0	2,795	(2,795)
<b>TOTAL USES OF THESE PROFITS</b>	<b>0</b>	<b>4,417</b>	<b>(4,417)</b>	<b>0</b>	<b>6,156</b>	<b>(6,156)</b>
<b>TOTAL AUXILIARY ENTERPRISES</b>	<b>\$710,957</b>	<b>\$511,683</b>	<b>\$199,274</b>	<b>\$826,134</b>	<b>\$482,642</b>	<b>\$343,492</b>

Amarillo College						
Restricted Funds - Revenue and Expenditures						
as of October 31, 2016						
				Fiscal 2017	Fiscal 2016	Increase (Decrease)
Federal Grants and Contracts				388,071	293,847	94,224
State Grants and Contracts				441,186	806,474	(365,288)
Local Grants and Contracts				1,556,829	1,001,009	555,820
KACV Grants and Contracts				(12,901)	(1,565)	(11,336)
<b>TOTAL GRANTS AND CONTRACTS</b>				<b>2,373,185</b>	<b>2,099,765</b>	<b>273,420</b>
Student Aid						
Pell Grants				381,569	196,525	185,044
Suppl. Education Opportunity Grants (SEOG)				30,401	14,400	16,001
College Work Study				50,615	81,107	(30,492)
Texas Public Education Grants (TPEG)				63,766	78,092	(14,326)
Texas Grant - THECB					224,204	(224,204)
Bell Helicopter Engineer Scholarship					2,902	(2,902)
Resident Instruction				537,088	744,832	(207,744)
Public Service				444,273	589,043	(144,770)
Special Items				643,300	53,485	589,815
<b>TOTAL EXPENDITURES</b>				<b>2,151,012</b>	<b>1,984,590</b>	<b>166,422</b>

**Minutes of the Amarillo College Board of Regents Regular Meeting of November 15, 2016**

Amarillo College							
Cash and Investments							
as of October 31, 2016							
		Cash in Bank and on Hand	TexPool	Amarillo National Fund	Chase	Certificate Of Deposits	Total
Local Maintenance Funds		2,029,962	1,757,773			16,390,839	20,178,574
Auxiliary Enterprises		6,013	275,049			4,450,000	4,731,062
Restricted Funds			2,475,953	2,103,350		241,922	4,821,225
Endowment Funds			596,022	2,171,259		925,871	3,693,152
Unexpended Plant Funds							0
Retirement of Indebtedness		99,967	9,939			1,235,000	1,344,906
Agency Funds							0
<b>OCTOBER 2016 TOTAL</b>		<b>\$2,135,942</b>	<b>\$5,114,736</b>	<b>\$4,274,609</b>	<b>\$0</b>	<b>\$23,243,632</b>	<b>\$34,768,919</b>
<b>OCTOBER 2015 TOTAL</b>		<b>\$2,207,829</b>	<b>\$7,142,593</b>	<b>\$3,972,958</b>	<b>\$0</b>	<b>\$23,501,430</b>	<b>\$36,824,810</b>
<b>OCTOBER 2014 TOTAL</b>		<b>\$2,249,391</b>	<b>\$7,274,048</b>	<b>\$4,407,351</b>	<b>\$441,994</b>	<b>\$25,867,459</b>	<b>\$40,240,243</b>
<b>Breakdown of Cash &amp; Investments:</b>							
		<b>2017</b>	<b>2016</b>	<b>2015</b>			
Amarillo College		20,321,977	20,073,496	21,337,120			
EC Land Sale Proceeds		376,268	376,268	376,268			
KACV		5,203,150	5,428,969	6,107,735			
HLC		1,006,395	1,002,821	1,035,383			
Student Loans		(1,789,738)	(416,125)	(12,392)			
Pass Through Scholarships		145,256	(604,896)	621,293			
Restricted		1,701,640	1,962,689	516,112			
Auxiliary		5,706,847	5,971,885	6,173,308			
Plant/Bonds/Debt Service		1,826,556	2,775,735	3,836,499			
Agency		270,568	253,968	248,917			
<b>Total</b>		<b>\$34,768,919</b>	<b>36,824,810</b>	<b>\$40,240,243</b>			

**Minutes of the Amarillo College Board of Regents Regular Meeting of November 15, 2016**

AMARILLO COLLEGE												
Alterations and Improvements												
Projects for Fiscal 2017												
as of October 31, 2016												
AMARILLO - WASHINGTON STREET CAMPUS												
PROJECT BUDGETING							SOURCE OF FUNDS					
PROJECT	DESCRIPTION	BUDGETED	EXPENSEED	ENCUMBERED	STATUS	OVER/ SHORT	TOTAL COST	CURRENT BUDGET	RESERVE	GIFT/ DONATION	GRANT	OTHER
1	Russell Hall - Paint and Carpet	85,000.00	-	-	Not Started	85,000.00	-	-	85,000.00			
2	Carter Fitness Center - Rework Showers	100,000.00	-	-	Not Started	100,000.00	-	-	100,000.00			
3	Durrett Hall - Replacement of Exterior Doors	29,531.44	-	3,945.50	In Progress	25,585.94	3,945.50	-	29,531.44			
4	Durrett Hall - Office Renovation	4,920.00	-	-	Not Started	4,920.00	-	-	4,920.00			
5	Engineering Building - Asbestos Abatement/Renovation	72,216.57	-	-	Not Started	72,216.57	-	-	72,216.57			
6	Engineering Building - Replacement of Elevator	51,864.00	49,487.51	-	In Progress	2,376.49	49,487.51	-	51,864.00			
7	Engineering Building - Replacement of Exterior Doors	29,722.50	59.78	3,945.50	In Progress	25,717.22	4,005.28	-	29,722.50			
8	Engineering Building - Office Renovations	10,000.00	-	-	Not Started	10,000.00	-	-	10,000.00			
9	Panhandle PBS - HVAC Renovations	162,000.00	-	-	Not Started	162,000.00	-	152,000.00	10,000.00			
10	Ware Student Commons 1st Floor	149,914.86	69,976.15	4,629.71	In Progress	75,309.00	74,605.86	-	123,691.71	26,223.15		
11	CUB - 2nd Floor	55,204.26	93,780.27	4,183.48	In Progress	(42,759.49)	97,963.75	-	53,535.14	1,669.12		
12	Student Service Center - Renovations	33,536.84	4,078.42	31,326.83	In Progress	(1,868.41)	35,405.25	-	33,536.84			
13	Music Building - Elevator Modifications	125,000.00	-	-	Not Started	125,000.00	-	125,000.00				
14	AMoA - Replace Chiller	130,000.00	-	-	Not Started	130,000.00	-	-	130,000.00			
15	WSC - Repave Lot 10	125,000.00	-	3,100.00	In Progress	121,900.00	3,100.00	-	125,000.00			
16	Pedestrian Mall	84,248.47	118,048.64	1,222.75	In Progress	(35,022.92)	119,271.39	-	83,870.77	377.70		
		<b>1,248,158.94</b>	<b>335,430.77</b>	<b>52,353.77</b>		<b>860,374.40</b>	<b>387,784.54</b>	<b>277,000.00</b>	<b>942,888.97</b>	<b>28,269.97</b>	<b>-</b>	<b>-</b>
AMARILLO - WEST CAMPUS												
PROJECT BUDGETING							SOURCE OF FUNDS					
PROJECT	DESCRIPTION	BUDGETED	EXPENSEED	ENCUMBERED	STATUS	OVER/ SHORT	TOTAL COST	CURRENT BUDGET	RESERVE	GIFT/ DONATION	GRANT	OTHER
17	West Campus - Building A - Replace Sewer Line	36,212.59	-	-	Not Started	36,212.59	-	-	36,212.59			
18	West Campus - Building A - Upgrades	75,000.00	-	-	Not Started	75,000.00	-	-	75,000.00			
19	West Campus - Building B - HVAC	55,000.00	18,450.90	30,867.10	In Progress	5,682.00	49,318.00	55,000.00				
20	West Campus - Bldg C - HVAC Renovation	1,200.00	-	1,200.00	In Progress	0.00	1,200.00	-	1,200.00			
21	West Campus - Allied Health - Repairs	159.11	-	-	In Progress	159.11	-	-	159.11			
22	West Campus - Caulking Campus Wide	45,000.00	-	-	Not Started	45,000.00	-	45,000.00				
		<b>212,571.70</b>	<b>18,450.90</b>	<b>32,067.10</b>		<b>162,053.70</b>	<b>50,518.00</b>	<b>100,000.00</b>	<b>112,571.70</b>	<b>-</b>	<b>-</b>	<b>-</b>
AMARILLO - POLK STREET CAMPUS												
PROJECT BUDGETING							SOURCE OF FUNDS					
PROJECT	DESCRIPTION	BUDGETED	EXPENSEED	ENCUMBERED	STATUS	OVER/ SHORT	TOTAL COST	CURRENT BUDGET	RESERVE	GIFT/ DONATION	GRANT	OTHER
23	Polk Street - B&I Industry Center - New Countertops	17,545.00	-	17,207.00	In Progress	338.00	17,207.00	-	17,545.00			
24	Polk Street - Senior Citizens Center - Renovations	200,000.00	-	-	Not Started	200,000.00	-	-	200,000.00			
		<b>217,545.00</b>	<b>-</b>	<b>17,207.00</b>		<b>200,338.00</b>	<b>17,207.00</b>	<b>-</b>	<b>217,545.00</b>	<b>-</b>	<b>-</b>	<b>-</b>
AMARILLO - EAST CAMPUS												
PROJECT BUDGETING							SOURCE OF FUNDS					
PROJECT	DESCRIPTION	BUDGETED	EXPENSEED	ENCUMBERED	STATUS	OVER/ SHORT	TOTAL COST	CURRENT BUDGET	RESERVE	GIFT/ DONATION	GRANT	OTHER
25	Polk Street - B&I Industry Center - New Countertops	17,598.51	12,572.57	-	In Progress	5,025.94	12,572.57	-	17,598.51			
26	Polk Street - Senior Citizens Center - Renovations	184,957.71	-	-	Not Started	184,957.71	-	-	184,957.71			
27	East Campus - Transportation - Replace Parking Lot	280,000.00	-	-	Not Started	280,000.00	-	-	280,000.00			
28	East Campus - MEC Site - New Parking Lot	267,219.68	84,740.00	164,621.87	In Progress	17,857.81	249,361.87	-	267,219.68			
29	East Campus - Public Service Train Ctr - Building Upgrades	5,513.59	-	-	In Progress	5,513.59	-	-	5,513.59			
		<b>755,289.49</b>	<b>97,312.57</b>	<b>164,621.87</b>		<b>493,355.05</b>	<b>261,934.44</b>	<b>-</b>	<b>755,289.49</b>	<b>-</b>	<b>-</b>	<b>-</b>
AMARILLO - ALL CAMPUS												
PROJECT BUDGETING							SOURCE OF FUNDS					
PROJECT	DESCRIPTION	BUDGETED	EXPENSEED	ENCUMBERED	STATUS	OVER/ SHORT	TOTAL COST	CURRENT BUDGET	RESERVE	GIFT/ DONATION	GRANT	OTHER
31	Campus Wide - Carpet Replacement	80,011.88	-	7,011.88	In Progress	73,000.00	7,011.88	23,000.00	57,011.88			
32	Campus Wide - Parking Lot Repairs	50,000.00	-	-	Not Started	50,000.00	-	-	50,000.00			
		<b>130,011.88</b>	<b>-</b>	<b>7,011.88</b>		<b>123,000.00</b>	<b>7,011.88</b>	<b>23,000.00</b>	<b>107,011.88</b>	<b>-</b>	<b>-</b>	<b>-</b>
Dumas - Moore County Campus												
PROJECT BUDGETING							SOURCE OF FUNDS					
PROJECT	DESCRIPTION	BUDGETED	EXPENSEED	ENCUMBERED	STATUS	OVER/ SHORT	TOTAL COST	CURRENT BUDGET	RESERVE	GIFT/ DONATION	GRANT	OTHER
30	Moore County Campus - Storage Building for Welding	93,650.00	-	-	Not Started	93,650.00	-	-	93,650.00			
		<b>93,650.00</b>	<b>-</b>	<b>-</b>		<b>93,650.00</b>	<b>-</b>	<b>-</b>	<b>93,650.00</b>	<b>-</b>	<b>-</b>	<b>-</b>
		<b>BUDGETED</b>	<b>EXPENSEED</b>	<b>ENCUMBERED</b>		<b>OVER/ SHORT</b>	<b>TOTAL COST</b>	<b>CURRENT BUDGET</b>	<b>RESERVE</b>	<b>GIFT/ DONATION</b>	<b>GRANT</b>	<b>OTHER</b>
		<b>\$2,657,227.01</b>	<b>\$451,194.24</b>	<b>\$273,261.62</b>		<b>\$1,932,771.15</b>	<b>\$724,455.86</b>	<b>\$400,000.00</b>	<b>\$2,228,957.04</b>	<b>\$28,269.97</b>	<b>\$0.00</b>	<b>\$0.00</b>

**Minutes of the Amarillo College Board of Regents Regular Meeting of November 15, 2016**

AMARILLO COLLEGE						
Tax Schedule						
as of October 31, 2016						
		FY 2017			FY 2016	
		Potter County	Randall County	Total	Total	
Net Taxable Values		\$5,691,976,058	\$5,182,653,734	\$10,874,629,792	\$10,053,575,002	
Tax Rate		\$0.20750	\$0.20750	\$0.20750	\$0.20750	
Assessment:						
Bond Sinking Fund - \$ .04081		\$2,268,888	\$2,537,818	\$4,806,706	\$4,917,730	
Maintenance and Operation - \$ .16669		\$9,267,633	\$10,366,125	\$19,633,758	\$17,612,763	
Total Assessment		\$11,536,521	\$12,903,943	\$24,440,464	\$22,530,493	
Deposits of Current Taxes		\$363,500	\$35,553	\$399,053	\$0	
Current Collection Rate		3.15%	0.28%	1.63%	0.00%	
Deposits of Delinquent Taxes		\$41,900	\$10,256	\$52,156	\$52,013	
Deposits of Penalties and Interest		\$13,206	\$2,929	\$16,135		\$18,137
					collection rate	collection rate
		Budgeted - Bonds		\$4,806,706	100.00%	\$4,917,730 100.00%
		Budgeted - Maintenance and Operation		\$19,121,539	97.39%	\$17,904,598 101.66%
		Total Budget		\$23,928,245	97.90%	\$22,822,328 101.30%
		Total Collected - Current + Delinquent + Penalty/Interest		\$467,344		\$70,150
		Over (Under) Budget		(\$23,460,901)		(\$22,752,178)

**Minutes of the Amarillo College Board of Regents Regular Meeting of November 15, 2016**

<b>Amarillo College</b>				
<b>Reserve Analysis FY 2017</b>				
<b>As Of 10/31/16</b>				
	<b>Balance as of</b>	<b>Current Fiscal</b>	<b>Ending</b>	
<b>Encumbered Prior to 8/31/16</b>	<b>08/31/2016</b>	<b>Year Activity</b>	<b>Balance</b>	<b>Explanation</b>
Overlapping Purchase Orders	178,496	(93,001)	85,495	Materials and services requested in prior year and charged against prior year budget but received and paid for in the current year
<b>Subtotal</b>	178,496	(93,001)	85,495	
<b>Board Restricted</b>				
Equipment Reserve	1,000,000		1,000,000	Set-up for equipment purchases required but not budgeted
Facility Reserve	2,500,000	(349,125)	2,150,875	Set-up for facility purchases required but not budgeted
Sim Central	286,503		286,503	Sim Central prior years revenues over expenses fund balance
East Campus A&I Designated	1,215,000	(102,069)	1,112,931	Set-up for East Campus improvements required but not budgeted
SGA	96,153		96,153	Student government prior years revenues over expenses fund balance
Insurance	494,862	(5,036)	489,826	Set-up to cover insurance deductibles and claims that fall below the deductibles and for roofing repairs due to the 5/28/13 hail storm
Moore County Campus Designated	428,851	(25,179)	403,672	Moore County prior years revenues over expenses fund balance
Hereford Campus Designated	1,207,231		1,207,231	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)
<b>Subtotal</b>	9,442,799	(481,409)	8,961,390	
<b>Unrestricted Reserve</b>				
Undesignated Local Maintenance	8,927,209		8,927,209	Local Maintenance prior years revenues over expenses fund balance
Undesignated Auxiliary	4,431,474		4,431,474	Auxiliary prior years revenues over expenses fund balance
<b>Subtotal</b>	13,358,683	-	13,358,683	Must leave in Reserve 10% of next year's budget
<b>Total</b>	<b>22,979,978</b>	<b>(574,410)</b>	<b>22,405,568</b>	
<b>Fiscal Year 2016</b>	26,185,015	(3,205,087)	22,979,928	
<b>Fiscal Year 2015</b>	27,440,976	(1,255,961)	26,185,015	
<b>Fiscal Year 2014</b>	26,447,719	993,257	27,440,976	
<b>Fiscal Year 2013</b>	26,677,885	(230,166)	26,447,719	
<b>Fiscal Year 2012</b>	24,021,539	2,656,346	26,677,885	