

**AMARILLO COLLEGE BOARD OF REGENTS
MINUTES OF REGULAR BOARD MEETING
February 23, 2010**

REGENTS PRESENT: Ms. Michele Fortunato, Chair; Mr. Prenis O. Williams, Vice Chair; Mr. John D. Hicks, Secretary; Mr. Carroll M. Forrester; Mr. Don L. Nicholson; Dr. Gene Norman; and Dr. David C. Woodburn

REGENTS ABSENT: Ms. Lilia B. Escajeda and Mr. H. Bryan Poff

OTHERS PRESENT: Mr. Robert Austin, Dean of Enrollment Management; Mr. Terry Berg, Dean of Finance & Administrative Services; Mr. Lee M. Colaw, Chief Information Officer and Dean of Information Technology; Mrs. Ellen Green, Dean of College Communications and Marketing; Dr. Paul Matney, President; Ms. Danita McAnally, Dean of Assessment and Development; and Mr. Jerry Moller, Acting Vice President and Dean of Instruction

Mr. Tyler Adams, President, Student Government Association
Ms. Maria Alvarez, Panhandle Community Services
Mrs. Edie Carter, Associate Professor, Mathematics
Community Link Advisory Committee Members
Mr. Bruce Cotgreave, Director, Physical Plant
Mrs. Danette Fenstermaker, Instructor, Community Link
Dr. Shawn Fouts, Dean of Career and Technical Education
Mrs. Linda Hendrick, Director of Telecommunications, Information Technology
Mrs. Victoria Hughes, Community Outreach Specialist, Community Link
Mr. Brian Jennings, representing Amarillo Economic Development Corporation
Mrs. Lori Merriman, Executive Secretary, President's Office
Ms. Maury Roman, Director of Outreach Services, Community Link
Mrs. Brenda Sadler, Exec. Asst., Pres's Off. and Asst. Secy. to the Board of Regents
Mr. Robert Sanders, Legal Counsel
Mrs. Vickie Shelton, Director, Purchasing
Mr. Lynn Thornton, Director of Administrative Services/Human Resources
Dr. Kathy Wetzel, Department Chair, Mathematics
Mr. Lewis Wetzel, Guest
Mr. Corey Willis, representing Classified Employees Council
Mr. David Ziegler, representing Administrators' Association

The meeting was called to order by Ms. Fortunato, Chairman. She welcomed all present and asked if there were any public comments. Mr. Williams gave the invocation.

MINUTES APPROVED:

Mr. Nicholson moved, seconded by Mr. Hicks to approve minutes of the regular meeting of January 27, 2010. The motion carried unanimously.

STUDENT GOVERNMENT ASSOCIATION REPORT:

Tyler Adams, president of SGA, reported that Cal Ripken, Jr. was in Amarillo on February 9 for the Distinguished Lecture Series and it was a big hit; he estimated that between 800-900 individuals were in attendance. Amarillo College SGA announced their bid for state presidency.

EDUCATION REPORT – COMMUNITY LINK UPDATE:

Mrs. Maury Roman, Director of Outreach Services at Community Link, introduced her advisory committee and then gave a PowerPoint presentation updating Community Link information. Community Link's mission is to help disadvantaged students with financial aid forms, completion of admission forms, and offer conversational English classes. There have been 6,508 students assisted from spring 2005 to date. There have been 1,108 students enrolled in academic credit courses from January 2005 to April 2009 through Community Link. There are 884 students who have enrolled at Amarillo College; 100 have earned their degree at AC; 13 have transferred and received their degree with other schools. Eighty three students registered in fall 2008; 164 in fall 2009. Two hundred and twenty eight were 25 years and older; 103, 20-24 years old; and 149, 19 years and younger. Seventy three students were recruited after taking their GED and visiting Community Link; 52 from Tyson Foods; others via other venues. Some recruitment sources included Panhandle Worksource Solutions, Tyson Foods, Inc., City of Amarillo, Region 16 Education Service Center, and at area community events. Academic services performed by Community Link include assisting with financial aid and admission forms, career exploration, preliminary academic advising, testing advising and degree plan and course recommendations. Total students served by Continuing Education were 2,092 which include enrollment in computer classes, conversational English classes and GED classes. Fifty one students who were in conversational English classes transferred and 73 GED students transferred.

EDUCATION REPORT – MATH OUTREACH CENTER:

Dr. Kathy Wetzel, Department Chair of Mathematics, and Mrs. Edie Carter, Associate Professor of Mathematics, were both introduced. They were the two from Mathematics who presented reports for the Mathematics Outreach Center for the STAR Award and for the Bellwether Award. There were 51 nominations and six award winners for the STAR Award of which Amarillo College was one. AC was a finalist for a Bellwether Award. Implemented in 2005, the Mathematics Outreach Center, a no charge, drop-in tutoring center began with no space, no personnel and no budget. Following the success of the pilot program, the money for the supervisor and learning specialist salaries as well as a portion of the student tutors' salaries became part of the mathematics yearly budget. Currently, it is open six days a week for a total of 60 hours; the outreach center has a 32 student capacity of which they assist an average of 100 students per day. They have helped 14,000 students in 2008-2009. College Relations and KACV put together a DVD where Math Outreach Center students were interviewed; they told stories about how their lives were turned around for the better. A fourth of the students are 30 years or older and returning to college. Most of the students assisted in the Center have shown improvement in their math comprehension and grades.

CONSIDERATION OF TAX ABATEMENT AGREEMENT APPROVED:

This item was placed on the agenda to allow the Board to consider signing a Tax Abatement Agreement with Alstom Power, Inc., including signing a Resolution and Participation Agreement authorizing such Abatement, all such documents are attached at pages 109 through 123.

Mr. Brian Jennings, Amarillo Economic Development Corporation Business Development Manager, introduced the request for tax abatement on both the real property improvements and business personal property for Alstom Power, Inc. This company will manufacture wind

CONSIDERATION OF TAX ABATEMENT AGREEMENT APPROVED Continued:

turbines in the Amarillo CenterPort Business Park within Potter County. The Amarillo Economic Development Corporation Board of Directors approved this project at its regular meeting in January 2010. The proposed tax reinvestment zone is to cover a 276 acre area currently occupied by Ben E. Keith Company and Pacific Cheese Company. This tract will contain a 180,000 square foot wind turbine manufacturing facility equipped with up to 750 new jobs with a total capital investment of \$25 million. Amarillo College could provide much of the training for the Alstom employees. All of the taxing entities are being requested to grant the tax abatement to Alstom for a 10-year term; however, Potter County elected to participate for seven years.

Mr. Forrester moved; seconded by Mr. Nicholson to approve the tax abatement agreement with Alstom Power, Inc. which included signing a resolution and participation agreement. The motion carried unanimously.

ELECTION ORDER APPROVED AND ADOPTED:

The Election Order for the May 8, 2010, election for the Amarillo Junior College District is attached at pages 124 through 126.

Dr. Woodburn moved, seconded by Mr. Nicholson to approve and adopt the Election Order. The motion carried unanimously.

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

Babb, Tina Marie – Associate Registrar, Office of the Registrar

Effective Date: February 08, 2009

Salary: \$46,000.00 per year for 12 months full-time

Qualifications: M.S., Virginia Commonwealth University, Richmond, Virginia
B.S., Virginia Commonwealth University, Richmond, Virginia

Experience: 9 years related work

Replacement for: Judith Prather

Bio: Tina Babb joins Amarillo College after spending 14 years working for Virginia Commonwealth University in various capacities, most recently as Business Manager for the Virginia Commonwealth University, Department of Information Systems. Ms. Babb earned a Bachelor of Science degree in Accounting and a Master of Science in Criminal Justice from Virginia Commonwealth University.

Faculty

Terry, Jerry L. – Instructor, Truck Driving Academy

Effective Date: January 14, 2010

Salary: \$38,296.00 per year for 9 months full-time temporary

Minutes of the Amarillo College Board of Regents Regular Meeting of February 23, 2010**APPOINTMENTS Continued:**

Qualifications: B.O.E., Eastern New Mexico University, Portales, New Mexico
A.S., Amarillo College, Amarillo, Texas

Experience: 4 years related work

Replacement for: Bradley Darnell

Bio: Jerry Terry has worked full-time for Amarillo College as Professional Truck Operations Supervisor since September 2006. Prior to joining Amarillo College, Mr. Terry was owner and operator of Five Star Mowing and Landscape for 8 years. Mr. Terry earned an Associate Degree in General Studies from Amarillo College and a Bachelor of Occupational Education from Eastern New Mexico University.

McKelvy, Khristi A. – Instructor, Associate Degree Nursing

Effective Date: February 01, 2010

Salary: \$43,753.00 per year for 9 months full-time

Qualifications: M.S.N., Walden University, Minneapolis, Minnesota
B.S.N., West Texas A&M University, Canyon, Texas

Experience: 5 years related work

Note: New position approved in the 2009-2010 budget.

Bio: Khristi McKelvy has worked full-time for Amarillo College as Supervisor of the Nursing Resource Center/Skills Lab and Simulation, since November 2006 and has 20 years nursing experience with Baptist Saint Anthony's Hospital. Ms. McKelvy earned a Bachelor of Science in Nursing from West Texas A&M University and a Master of Science in Nursing from Walden University.

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

REQUEST FOR CHANGE ORDER, RENOVATIONS AT WARREN HALL, AMARILLO COLLEGE, WASHINGTON STREET CAMPUS APPROVED:

A Change Order to the Renovations at Warren Hall is requested in the amount of \$70,054.00 to provide funds to repave the Herring Parking Lot.

Project is scheduled to be completed during the summer of 2010.

Funds are available in the 2010 A & I Budget.

Mr. Williams moved, seconded by Dr. Woodburn to approve the request for change order for renovations at Warren Hall. The motion carried unanimously.

AUDIO VISUAL EQUIPMENT AND INSTALLATION APPROVED:

At the August 25, 2009 Board of Regents Meeting, approval was received for an additional one year renewal of an existing contract dated September 1, 2008, in connection with purchase of audio visual equipment from the awarded vendor Lubbock Audio Visual, Inc. (L.A.V. Amarillo) for an amount not to exceed \$75,000. It was requested this amount be increased by another

AUDIO VISUAL EQUIPMENT AND INSTALLATION APPROVED Continued:

\$360,000 due to the ongoing bond initiatives and increased grant activity experienced this fiscal year.

Funds are available from the 2009-2010 Technology Replacement Budget, various grants, and 2007 Bond Budget.

Mr. Forrester moved, seconded by Dr. Woodburn to approve the audio visual equipment purchase and installation. The motion carried unanimously.

COMPUTER, PRINTER, AND PERIPHERAL PURCHASES – FISCAL YEAR 2009 – 2010 APPROVED:

At the August 25, 2009 Board of Regents Meeting, approval was received to purchase computers, printers, and peripherals in the amount of approximately \$500,000 identified in accordance with the Technology Replacement Task Force multi-year replacement plan for classroom and desktop technologies. Purchases were approved from Dell, Apple, and Hewlett Packard based on their past performance. The Dell computers, printers, and peripherals and Hewlett Packard printers are available through the State of Texas Department of Information and Technologies (DIR) contract originally approved by a Board resolution in 1993. The Apple computers and peripherals are only available directly from Apple, the sole source provider due to the Collegiate Purchase Program which has been in existence the last 18 years. It was requested that this amount be increased by another \$650,000 due to the ongoing bond initiatives and increased grant activity experienced this fiscal year.

Funds are available from the 2009-2010 Technology Replacement Budget, various grants, and 2007 Bond Budget.

Mr. Nicholson moved, seconded by Mr. Hicks to approve the computer, printer, and peripheral purchases. The motion carried unanimously.

NETWORK INFRASTRUCTURE APPROVED:

Approval from the Board of Regents was requested to acquire network infrastructure (routers, switches, controllers, and installation services) throughout the fiscal year as identified by the Technology Replacement Task Force's multi-year plan for the replacement of communications infrastructure, and ongoing bond and grant initiatives. The projected amount identified should not exceed \$500,000. The vendor is INX, Inc., available through the State of Texas Department of Information and Technologies (DIR) contract approved by a Board resolution in 1993.

Funds are available from the 2009-2010 Technology Replacement Budget, various grants, and 2007 Bond Budget.

Mr. Williams moved, seconded by Dr. Woodburn to approve the network infrastructure acquisition. The motion carried unanimously.

ORGANIZATION FOR EDUCATIONAL TECHNOLOGY & CURRICULUM (OETC) MEMBERSHIP APPROVED:

Approval of the Board of Regents was requested for Amarillo College's submission for annual membership, and hardware and software acquisitions to the Organization for Educational Technology & Curriculum (OETC). This organization is open to any accredited educational institution and Amarillo College will be the first member from the State of Texas. OETC will allow Amarillo College to participate in aggregated technology-related purchasing agreements, and promoting the appropriate and effective integration of technology into education. In addition to institution purchases, faculty, staff and students will have the opportunity to acquire personally owned technology hardware and software at discounted prices directly from the web. Annual community college membership is \$300. Institution purchases are not expected to exceed \$50,000 this fiscal year.

Funds for membership are available from Information Technology Services' department funds.

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

FINANCIAL REPORT ACCEPTED:

The financial statements as of January 31, 2010 are attached at pages 127 through 137.

Revenue

We are 42% the way through the year; 53% of revenue has been received. Academic tuition and fees are up by \$1 million from this time last year.

Expenditures

We have expended 39% of funds budgeted. All items are on target with the exception of special items which includes technology equipment replacement.

Auxiliary Enterprises

Bookstores' net profit is \$451,000. Rental property is at \$162,000; employee scholarships are at \$83,000.

Restricted Funds

Federal grants and contracts are up by \$1,092,213; state grants and contracts are up \$662,669; local grants and contracts are down and KACV grants and contracts are up \$143,243. Resident instruction is up due to the CCRAA grant.

Cash and Investments

\$57.8 million total minus \$18.3 million (bond); \$39.5 million – January 2010; \$57.6 million minus \$20.8 million (bond); \$36.8 million – January 2009; \$36.1 million – January 2008.

Alterations & Improvements

There has been \$433,000 in actual expenditures out of the \$1.8 million projected cost.

Tax Schedule

\$11,196,685 has been collected out of \$17,561,130 budgeted; \$6.4 million still to be collected.

FINANCIAL REPORT ACCEPTED:**Bond Expenditures**

\$20.8 million has been spent out of an estimated \$41.3 million. This summer we may sell \$10.0 million to \$16.0 million worth of bonds.

Mr. Hicks moved, seconded by Mr. Williams to accept the financial reports. The motion carried unanimously.

PRESIDENT'S REPORT:

Dr. Matney thanked the Board for their attendance at the Board retreat.

Dr. Shawn Fouts, newly named Dean of Career and Technical Education, was introduced.

Mr. Forrester and Dr. Matney recently attended the Texas Association of Community College Regional meeting which was held at South Plains College in Levelland on February 16. Dr. Matney distributed two handouts from the meeting which reviewed the 81st Legislature and discussed the local economic outlook. Regents were encouraged to read the legislative priorities.

A copy of the attendees of the Strategic Plan Focus meetings held on February 4 and 5 was distributed.

An article in the Materials Evaluation, September 2009 edition written by Dr. Kim Hays, entitled *Distance Education: Asynchronous Laboratory Training* was distributed.

An invitation was extended to the Board to attend a reception honoring the Mathematics Outreach Center, recipient of the Texas Higher Education STAR Award.

A letter recently written to Governor Perry, Lt. Governor Dewhurst, and Speaker of the House Straus which addressed a recently submitted 5% reduction in budget plan for 2010-2011 was distributed to the Board. The TACC administrators encouraged community college presidents to write a letter addressing the repercussions to their colleges with the 5% reduction plan.

The Board was given the following dates to save: Honor's Convocation – April 18 and Commencement – May 14.

The Wind Energy Open House will be held March 11, 3:00 – 5:00.

The Board was informed that the President's Cabinet is working on tuition/fee scenarios to present to the Board at the March meeting.

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

Mr. Forrester talked about the Amarillo Museum of Art's Third Thursday event and the Amarillo High School historical photos exhibited at the museum.

Dr. Woodburn said the Art Force cooking classes are in progress.

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

Mr. Nicholson and other regents requested that Amarillo College events not be scheduled on the same dates and at the same time. Development of a better events calendar was asked for; and to be posted online as well. Regents were reminded of the general events and academic calendars which are posted online.

ADJOURNMENT:

There being no further business, the meeting was adjourned.

John D. Hicks, Secretary

