

**AMARILLO COLLEGE BOARD OF REGENTS
MINUTES OF REGULAR BOARD MEETING
February 27, 2007**

REGENTS PRESENT: Ms. Lilia B. Escajeda, Chair; Ms. Michele Fortunato, Vice Chair; Mr. Carroll M. Forrester, Secretary; Mr. H. Bryan Poff; Mrs. Sharon Oeschger; Mr. Prenis O. Williams; and Dr. David C. Woodburn

REGENTS ABSENT: Mr. John D. Hicks and Mr. Frank O. Nelson

OTHERS PRESENT: Mr. Terry Berg, Dean of Finance & Administrative Services; Mr. Victor Fite, Dean of Informational Systems & Technology; Dr. Brad Johnson, Vice President and Dean of Development; Dr. Paul Matney, Vice President and Dean of Instruction; and Mrs. Damaris Schlong, Dean of Workforce & Economic Development

Ms. Elizabeth Bauman, representing Student Government Association
Mr. Scott Beckett, representing Faculty Senate
Mrs. Nancy Brent, representing Faculty Senate
Mr. Bruce Cotgreave, Director, Physical Plant
Mrs. Linda Hendrick, Director, Telecommunications
Mrs. Rhonda Higgs, representing Classified Employees Council
Mrs. Judy Jackman, representing Faculty Senate
Mr. James Keevan, Amarillo College Student
Mrs. Lori Merriman, Executive Secretary, President's Office
Mrs. Gay Mills, representing Faculty Senate
Mrs. Sheryl Mueller, Division Chair, Nursing
Mr. Brad Newman, representing *Amarillo Globe-News*
Ms. Ellen Robertson, Director of Communications
Mrs. Brenda Sadler, Exec. Asst., Pres's Off. and Asst. Secy. to the Board of Regents
Mr. Robert Sanders, Legal Counsel
Ms. Norma Stary, Marketing Coordinator, College Relations
Mr. Lynn Thornton, Director of Administrative Services/Human Resources
Mrs. Renee Vincent, Executive Director, Moore County Campus

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

MINUTES APPROVED:

Ms. Fortunato moved, seconded by Dr. Woodburn, that the minutes of the regular meeting of January 30, 2007 be approved. The motion carried unanimously.

STUDENT GOVERNMENT REPORT:

Elizabeth Bauman, SGA president, reported that The Peruvian concert they hosted with the Music Department went well. Recently, they joined 2,000 other students for Community College Day in Austin and talked with Representative Smithee. Ms. Bauman said SGA plans to bring a proposal to the next Board meeting to raise the Student Activity Fee. They are getting ready for the State Convention. Officer Elections will be held in May.

Minutes of the Amarillo College Board of Regents Regular Meeting of February 27, 2007**PROFESSOR EMERITUS NOMINATION PROPOSAL APPROVED:**

Mr. Scott Beckett, Faculty Senate representative, presented the Professor Emeritus nomination of Judy Hathcock for 2007 to the Board of Regents and recommended approval of the nominee. Mrs. Hathcock helped develop and implement the English-as-a-Second Language and the developmental English programs at Amarillo College.

Mrs. Oeschger moved, seconded by Mr. Forrester to approve the Professor Emeritus nomination of Judy Hathcock. The motion carried unanimously.

STRATEGIC PLAN UPDATE:

Dr. Johnson presented a PowerPoint and discussed the status of the Strategic Plan. His report is attached at pages 115 through 118. He also discussed about Goal Eight: Embrace technology to improve operating efficiency and student learning the fact that within a couple of years Microsoft will no longer support our current operating system and we plan to switch to Vista. In the next three years, it may be necessary to upgrade all personal computers and train all employees for an approximate cost of \$2.7 million. We currently have 2,200 PCs; some of which are recycled computers.

CONSENT AGENDA APPROVED:**A. APPOINTMENTS:**FacultyFerrell, Robert E. – Instructor, High School Equivalency Program

Effective Date: January 08, 2007 through August 31, 2007

Salary: \$40,013.00 per year for 9 months full-time

Qualifications: M.A., West Texas A&M University, Canyon, Texas
B.B.A., West Texas A&M University, Canyon, Texas
B.B.A., West Texas A&M University, Canyon, Texas

Experience: 7 years related work

Note: Position funded by High School Equivalency Program grant.

Bio: Robert Ferrell has been employed as a part-time and a full-time instructor in the ESL program at Amarillo College since 2000. Mr. Ferrell earned a B.B.A. in Management, a B.B.A. in Accounting, and M.A. in English from West Texas A & M University.

Hogue, Paul W. – Instructor, Associate Degree Nursing

Effective Date: August 22, 2007

Salary: \$42,737.00 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., Otero Junior College, LaJunta, Colorado

Experience: 7 years related work

Note: Hogue will be placed on a probationary status effective August 2007. He has been a temporary appointment since August 13, 2003.

Minutes of the Amarillo College Board of Regents Regular Meeting of February 27, 2007**APPOINTMENTS APPROVED Continued:**

Bio: Paul Hogue has been a full-time instructor in the Associate Degree Nursing Department at Amarillo College since 2003. Mr. Hogue is a registered nurse with several years experience in Amarillo hospitals. Mr. Hogue earned a A.D.N. from Otero Junior College in La Junta, Colorado, a B.S.N. and an M.S.N. from West Texas A & M University.

Johnson, Verena, A. – Instructor, Associate Degree Nursing

Effective Date: January 31, 2007

Salary: \$40,299.00 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

Experience: 26 years related work

Note: New position approved in 2006-2007 budget.

Bio: Verena Johnson is a registered nurse with twenty years experience in critical care in the Northwest Texas Healthcare System. Ms. Johnson earned a B.S.N. and an M.S.N. from West Texas A & M University.

Nakhiengchanh, Kham Khoun – Instructor, Welding Technology

Effective Dates: January 16, 2007 through May 11, 2007

Salary: \$18,343.00 per year for 4 ½ months full-time

Qualifications: A.A.S., Amarillo College, Amarillo, Texas
A.A.S., Texas State Technical Institute, Amarillo, Texas

Experience: 3 years related work

Note: Temporary position due to enrollment demands.

Bio: Kham Nakhiengchanh has worked part-time and temporary full-time at Amarillo College since 2002. Mr. Nakhiengchanh earned a degree from the College of Professional Techniques of Teaching Mechanics in Vientiane, Laos, an A.A.S. in Auto Mechanic Technology and an A.A.S. in Welding and Fabrication from T.S.T.I. In addition, Mr. Nakhiengchanh has several years experience in the private sector with area employers and has owned his auto repair shop.

Pierce, Shelia Dianne – Instructor, Learning Center Amarillo College Hereford Campus

Effective Date: January 16, 2007 through August 31, 2007

Salary: \$17,969.00 per year for 4 ½ months full-time

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

Experience: 12 years related work

Replacement for: Chris Kirby

Bio: Shelia Dianne Pierce has prior experience as a part-time Development Mathematics Instructor and Reader for disAbility Services with Amarillo College, plus several years experience in the Amarillo, Bushland, and Boys Ranch Independent School Districts. Ms. Pierce earned a Bachelor of Science degree from West Texas A & M University.

Dr. Woodburn moved, seconded by Mrs. Oeschger, to approve the appointments. The motion carried unanimously.

Minutes of the Amarillo College Board of Regents Regular Meeting of February 27, 2007**PROPOSED BOARD POLICY MANUAL CHANGES APPROVED:**

It was approved to amend Section DEB, Compensation and Benefits – Fringe Benefits, of the AC Board Policy Manual be amended to reflect the proposed changes. This section is attached at pages 119 and 120.

Dr. Woodburn moved, seconded by Mr. Williams, to approve the changes to the Board Policy Manual. The motion carried unanimously.

BUDGET AMENDMENTS APPROVED:

A list of budget amendments for approval by the Board is attached at page 121.

Ms. Fortunato moved, seconded by Dr. Woodburn, to approve these budget amendments. The motion carried unanimously.

FINANCIAL REPORT ACCEPTED:

The financial statements as of January 31, 2007, are attached at pages 122 through 132. Mr. Berg discussed the financial report.

Revenue

We are 5/12 of the way through the year; 52% of the revenue has been collected. Academic tuition and fees is 88% of the total budget.

Expenditures

Forty percent of expenditures have been spent. We purchased three vans and spent \$40,000 on snow removal and parking lot repairs.

Auxiliary Enterprises

Rental property profits are at \$199,000 compared to \$341,000 from 2006. This is partially due to the decrease in student housing occupants. The employee scholarship has increased some.

Restricted Funds

Federal grants and contracts have decreased. Pell grants show a decrease of \$347,395.

Cash & Investments

There was \$32.8 million in January 2007; \$33.3 million in January 2006; and \$33.8 million in January 2005.

A & I

Budgeted funds – are at 56% complete.

Designated reserves - East Campus dilapidated structures are down and area being cleaned up.

Allocated funds - \$452,513 has been spent for WSC sidewalks and handicap ramps, WSC parking lots, and EC roof replacement and is 90% complete.

Tax Schedule

\$13.1 million was budgeted; \$9.5 million has been collected; there is \$3.7 to be collected.

Minutes of the Amarillo College Board of Regents Regular Meeting of February 27, 2007**FINANCIAL REPORT ACCEPTED Continued:****Reserve Analysis**

Current fiscal year activity is at \$987,542.

Dr. Woodburn moved, seconded by Ms. Fortunato, to accept the financial report. The motion carried unanimously.

ADMINISTRATIVE UPDATE:

Mr. Berg informed the Board that due to the winter weather several parking lots were in bad shape and need to be repaired. The worst ones are at 22nd and Van Buren and the lot east of KACV. He said they had been patched already but does not think we can wait until the new fiscal year to have them repaved. He will furnish the Board an estimate for the cost to repave the lots and said that some water lines under the lots may also have to be replaced.

Dr. Matney reported that Dr. Jones seems to be recuperating well. Dr. Jones will start working part time in early March.

Dr. Matney told of the two accreditation visits we recently went through. The American Funeral Board's exit report of the AC Mortuary Science Program was good and comprehensive. The Medical Lab Technology Program's exit report declared them outstanding with no recommendations for improvement. Dr. Matney offered kudos to both programs.

Dr. Matney updated the Regents on the Community Capital Needs Assessment Committee. The committee has met at or toured three campuses; B & I, West Campus, and Washington Street Campus. The committee will tour East Campus next. He said the committee is composed of blue ribbon members who are amazed at all the programs and contributions Amarillo College offers. Dr. Johnson said they are hoping these efforts will raise visibility to show what AC offers the community. He reported that 34 of 45 committee members toured the West Campus and 23 the Washington Street Campus.

AMARILLO COLLEGE REGENT APPOINTED TO TAX INCREMENT REINVESTMENT ZONE (TIRZ) BOARD OF DIRECTORS:

The City requested the Board Chair select a representative by February 28. Mr. John Hicks agreed to serve as the Amarillo College Board of Regents representative on the TIRZ Board of Directors.

REGENTS' REPORTS AND COMMENTS REGARDING AC AFFILIATES:

Mrs. Oeschger reported on the Spice of Life Cooking School offered by the Amarillo Museum of Art and encouraged everyone to sign up. She also said that the AMOA is volunteering with the VA Hospital Alzheimer's Unit.

Mr. Forrester said he would welcome Dr. Johnson giving a report in the future to the Board on the academic usage of buildings and trends which he presented at a Twenty/20 program recently.

ADJOURNMENT:

There being no further business, the meeting was adjourned.

Carroll Mack Forrester, Secretary

