

**AMARILLO COLLEGE BOARD OF REGENTS
MINUTES OF REGULAR BOARD MEETING
May 23, 2006**

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

REGENT ABSENT: Mr. Frank O. Nelson

OTHERS PRESENT: Dr. Steven W. Jones, President; Mr. Terry Berg, Dean of Finance & Administrative Services; Dr. Renea Fike, Dean of Student and Academic Development; Mr. Victor Fite, Dean of Informational Systems & Technology; Dr. Brad Johnson, Dean of College Advancement; Dr. Paul Matney, Vice President and Dean of Instruction; and Mrs. Damaris Schlong, Dean of Workforce & Economic Development

Ms. Katie Ahlbom, representing the Classified Employees Council
Mr. Larry Appel, Superintendent, Dumas Independent School District
Mrs. Danielle Arias, Student Support Services Grant Advisor, MCC
Mrs. Melissa Bates, Assistant Director for Academic Services, MCC
Mr. James Bauchert, Coordinator, Continuing Education, MCC
Ms. Elizabeth Bauman, representing Student Government Association
Mr. Robert Boyd, Chair, Language, Communication, and Fine Arts Division
Mr. Bruce Cotgreave, Director, Physical Plant
Mr. Daniel Esquivel, Executive Director, Hereford Campus
Mrs. Eva Gresham, Student Services and Outreach Representative, MCC
Mrs. Linda Hendrick, Director, Telecommunications
Mr. David Hernandez, Department Chair, Business Administration
Mrs. Lori Merriman, Executive Secretary, President's Office
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
Mr. Bob Sloger, Chair, Business Division
Mr. Lynn Thornton, Director of Administrative Services/Human Resources
Ms. Alexandra Vargas, Coordinator, Student Services Program, MCC
Mrs. Renee Vincent, Executive Director, Moore County Campus
Mr. David Ziegler, Assistant Director, Physical Plant

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

MINUTES APPROVED:

Mr. Hicks moved, seconded by Ms. Fortunato, that the minutes of the regular meeting of April 25, 2006, be approved. The motion carried unanimously.

STUDENT GOVERNMENT REPORT:

Elizabeth Bauman, SGA president, said that Wednesday night would be the Amarillo College Wonderland night; SGA members attended an executive retreat the weekend before; they

Minutes of the Amarillo College Board of Regents Regular Meeting of May 23, 2006**STUDENT GOVERNMENT REPORT Continued:**

continue to meet to determine who the fall 2006 Distinguished Lecture Series speaker will be. Elizabeth told the Regents she looks forward to meeting and working with them in the upcoming year.

EDUCATION REPORT – MOORE COUNTY CAMPUS:

Mr. Larry Appel welcomed the Board and other guests to the DISD building. Mrs. Vincent also extended her welcome and thanked the Board for driving to Dumas to hold their meeting. She introduced staff members and reported that Melissa Bates and Alex Vargas would be delivering a presentation.

A PowerPoint presentation was given. Melissa Bates spoke of the (QUEST) Quality Education for Students program. QUEST mirrors the ACE program offered at Caprock and Palo Duro High Schools. Those students who qualify are those who fill out a contract their freshman year at Dumas High School and remain all four years; maintain an 80% GPA annually; maintain a 95% attendance average; and exhibit appropriate behavior while attending high school; and maintain a 2.0 GPA while enrolled in at least nine credit hours at Amarillo College. QUEST guarantees they will pay for 66 credit hours at Amarillo College which includes tuition, fees, and required textbooks. Benefits of QUEST include: an increase in attendance; reduction in disciplinary infractions; higher GPAs; and promotion of Amarillo College. There are approximately 125 students who have held fast to their contract and commitment to QUEST. A QUEST Junior Day was held in February; it was a fun day for the students; they also learned about programs offered at AC. A career day was held for DHS juniors on May 4, 2006. The DHS senior class will be invited for college preparatory sessions in October, January, February, March, and May.

Alex Vargas spoke about the MCC Student Support Services (SSS) Program. This is a program which is federally-funded by a TRIO grant designed to help disadvantaged students be successful at Amarillo College. Students who qualify must meet some of the following criteria: first generation student; low income; and learning or physical disability. SSS offers personal advising; learning and life skills seminars; professional tutoring; mentoring; campus visits; and grant aid. SSS serves 100 students with awards of more than \$10,000 to those students with financial hardships.

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

Ziegler, David Arthur – Assistant Director, Physical Plant

Effective Date: May 01, 2006

Salary: \$44,500.00 for 12 months full-time

Qualifications: Some college courses

Experience: 20 years related work

Note: New Position

Minutes of the Amarillo College Board of Regents Regular Meeting of May 23, 2006**CONSENT AGENDA APPROVED Continued:**

Bio: David Arthur Ziegler has worked as Superintendent of Custodial Services at Amarillo College since September 2004. Prior to joining Amarillo College, Mr. Ziegler spent 15 years working in the Facilities Management Department of the City of Lubbock in various capacities including Building Maintenance Supervisor, Building Superintendent, Building Services Manager and Asbestos Coordinator. Mr. Ziegler attended New Mexico State University.

Ms. Fortunato moved, seconded by Mr. Hicks, to approve the Consent Agenda. The motion carried unanimously.

AMARILLO COLLEGE/FRANK PHILLIPS COLLEGE MEMO OF UNDERSTANDING APPROVED:

No revisions were suggested by Regents. Discussion ensued. Dr. Jones reported that Frank Phillips' Board met recently and approved the MOU.

Ms. Fortunato moved, seconded by Mrs. Oeschger, that the Memo of Understanding between Amarillo College and Frank Phillips College be approved. The motion carried unanimously.

BUDGET AMENDMENTS APPROVED:

A list of budget amendments approved by the Board is attached at page 181.

Ms. Fortunato moved, seconded by Mr. Hicks, to approve the budget amendments. The motion carried unanimously.

FINANCIAL REPORT ACCEPTED:

The financial statements as of April 30, 2006, are attached at pages 182 through 191. Mr. Berg discussed the financial report.

Revenue

We are 2/3 of the way through the year. Academic tuition and fees are down. We will have a shortfall in tuition/fees revenues. We have received 71% of revenues.

Expenditures

There have been 63% of expected expenditures used as compared to 64% last year. Institutional support increased some due to hail damage on West Campus. Physical Plant Operation and Maintenance is at 69% due to an increase in utilities and purchase of vehicles.

Auxiliary Enterprises

Bookstores are showing a net profit of \$208,627 which is \$24,000 less than last year. The Washington Street Bookstore is still being renovated and the POS system has been installed. Property rental net income is \$70,000. There has not been much turnover in family housing; there have been more long-term tenants. Employee scholarships are at \$129,000.

Minutes of the Amarillo College Board of Regents Regular Meeting of May 23, 2006**FINANCIAL REPORT ACCEPTED Continued:**Restricted Funds

Federal grants and contracts have decreased \$265,883. PELL is down due to lower enrollment; it was given out in August 2005. State grants and contracts include TxDOT and Nursing the Numbers grant. Local grants and contracts have increased \$290,854. KACV grants and contracts are down due to less grant money. Resident instruction is up \$870,000.

Cash and Investments

\$29.1 million – April 2006; \$28.8 million – April 2005; \$26.3 million – April 2004.

Alterations and Improvements

Budgeted Funds – The Carter Fitness Center roof repairs are scheduled to begin. The Child Development Lab drainage system on West Campus should begin this summer. Actual funds spent to-date is \$201,310. The Concert Hall Theatre plaza level has been waterproofed.

Designated Reserves – There has been \$525,500 spent. There are two projects in progress, the parking lot at 22nd and Jackson and the roof replacement on the Industrial Center on the East Campus.

Allocated Funds – \$281,813 has been used.

Tax Schedule

\$12,337,984 was budgeted; \$12,340,758 million has been collected; \$2,794 left to be collected.

Reserve Analysis

\$23,479 from Board restricted facility reserve was used for the Washington Street Campus parking lot. \$254,940 was used from the MCC account which contains prior years' revenues over expenses fund balance.

Mrs. Oeschger moved, seconded by Mr. Hicks, to accept the financial report. The motion carried unanimously.

PRESIDENT'S REPORT:

Dr. Jones reported that the Board Budget Workshop has been scheduled for June 20; it will be held at Amarillo National Bank. The proposed budget will be discussed at that time. A copy will be delivered to the Board by June 12 to enable the Board ample time to look over and formulate questions; the Board was asked to bring their copy with them to the workshop. The Strategic Plan will be discussed along with progress made to-date. Capital equipment needs will be reported with alternative approaches presented.

Dr. Matney reported on two new degree programs which Amarillo College will offer. He said that the Academic Affairs Committee approved the following: 1) pre-physician assistant associate in science degree. This degree is designed to provide the first two years of the curriculum leading to a master's degree in physician's assistant. Additional faculty will not be hired. 2) associate in art American sign language/interpreter program. Cynthia Sturkie, director for the AISD's Regional Education Program for the Deaf will teach classes for AC. Beginning in 2012, those seeking certification from the DARS Board for Evaluation of Interpreters must have an associate degree; by 2016, interpreters seeking certification must have a bachelor's degree. There are

Minutes of the Amarillo College Board of Regents Regular Meeting of May 23, 2006**PRESIDENT'S REPORT Continued:**

already eleven students enrolled for the fall. Mr. Robert Boyd, division chairman, Language, Communication and Fine Arts, explained that there are 15.0 million hearing impaired individuals in Texas with less than 1,600 certified interpreters.

Mrs. Schlong distributed a copy of the East Campus Development Committee May 2006 Synopsis. She requested the Board read before the June Board meeting when she will present a follow-up and answer any questions regarding the report.

Dr. Jones mentioned a brochure distributed to the Board regarding the Ethical Leadership Conference which will feature former President George H.W. Bush and Dr. Stephen R. Covey on Thursday, November 2, 2006. Amarillo College has secured a table and asked any Regents interested in participating to inform Mrs. Sadler.

BOARD NOMINATING COMMITTEE REPORT ACCEPTED:

Mrs. Oeschger reported that the nominating committee met and she presented the results. Following is the slate of 2006-07 officers: Lilia Escajeda, Chairman; Michele Fortunato, Vice Chairman; and Carroll Forrester, Secretary.

Dr. Woodburn moved, seconded by Mr. Hicks, to accept the new officers. The motion carried unanimously.

VACANCY ON THE BOARD OF REGENTS ACCEPTED:

Lisa Cherry, a member of the Amarillo College Board of Regents, died on the 9th day of April, 2006. There was a need to declare a vacancy on the Board of Regents.

Ms. Fortunato moved, seconded by Ms. Escajeda, to accept the vacancy on the Board of Regents. The motion carried unanimously with Mrs. Oeschger expressing her regrets.

CLOSED SESSION:

At 8:10 p.m., Dr. Woodburn announced there would be a closed meeting to consult with the Board attorney about pending litigation pursuant to Section 551.071 and the appointment to fill the vacancy on the Amarillo College Board of Regents pursuant to Section 551.074, Texas Government Code.

At 9:02 p.m., Dr. Woodburn called the Amarillo College Board of Regents meeting back into open session. No action was taken regarding the pending litigation.

Mr. Forrester moved, seconded by Ms. Fortunato, that the Board appoint Mr. Prenis Williams to fill the two-year term on the AC Board of Regents which was left vacant by Lisa Cherry's death. The motion carried unanimously.

ADJOURNMENT:

There being no further business, the meeting was adjourned.

Michele Fortunato, Secretary

