

**AMARILLO COLLEGE BOARD OF REGENTS  
MINUTES OF SPECIAL BOARD MEETING  
December 15, 2008**

**REGENTS PRESENT:** Ms. Michele Fortunato, Chair; Mr. Prenis O. Williams, Vice Chair; Ms. Lilia B. Escajeda; Mr. Carroll M. Forrester; Mr. Don L. Nicholson; Dr. Gene Norman; Mr. H. Bryan Poff; and Dr. David C. Woodburn

**REGENT ABSENT:** Mr. John D. Hicks, Secretary

**OTHERS PRESENT:** Mr. Robert Austin, Dean of Enrollment Management; Mr. Terry Berg, Dean of Finance & Administrative Services; Mrs. Ellen Green, Dean of College Communications and Marketing; Dr. Paul Matney, Acting President/Vice President and Dean of Instruction; Ms. Danita McAnally, Dean, Assessment and Development; and Mrs. Damaris Schlong, Dean of Workforce & Economic Development

Mr. Bruce Cotgreave, Director, Physical Plant  
Mrs. Holly Hicks, President, Classified Employees Council  
Mrs. Lori Merriman, Executive Secretary, President's Office  
Mr. Jerry Moller, Assistant Dean of Transfer Programs  
Mr. Brad Newman, representing *Amarillo Globe-News*  
Mrs. Brenda Sadler, Exec. Asst., Pres's Off. and Asst. Secy. to the Board of Regents  
Mr. Robert Sanders, Legal Counsel  
Mr. Lynn Thornton, Director of Administrative Services/Human Resources  
Mr. Joe Wyatt, Communications Coordinator, College Relations

The meeting was called to order by Ms. Fortunato, Chairman.

**REQUEST FOR USE OF EARNINGS FROM THE HARRINGTON LIBRARY CONSORTIUM ENDOWMENT FOR PURCHASES TO BENEFIT THE CONSORTIUM APPROVED:**

Attached at page 86 is a letter from Donna Littlejohn, Chair, Harrington Library Consortium Council, which gives details regarding the request of \$60,000.00 from HLC Endowment earnings.

Mr. Williams moved, seconded by Mr. Nicholson, to approve the request from Harrington Library Consortium Council to use \$60,000.00 from HLC Endowment earnings. The motion carried unanimously.

**REQUEST FOR PROPOSAL NO. 1194 – 2007 BOND PROJECT, CLASSROOM DEVELOPMENT AT B BUILDING FOR AMARILLO COLLEGE, WEST CAMPUS APPROVED:**

RFP No. 1194, for the Renovation and Classroom Development at Building B for Amarillo College, West Campus. Proposal Package includes general construction, including miscellaneous demolition and all heating, ventilating, air conditioning, plumbing, and electrical. Project was advertised in the newspaper for sub-contractors and suppliers, by Page & Associates, Inc., Construction Manager-at-Risk (CMR). Approval of this request, at this time, will allow the CMR to complete the project and to have the facility open by the 2009 fall semester.

Minutes of the Amarillo College Board of Regents Special Meeting of December 15, 2008

**REQUEST FOR PROPOSAL NO. 1194 – 2007 BOND PROJECT, CLASSROOM DEVELOPMENT AT B BUILDING FOR AMARILLO COLLEGE, WEST CAMPUS APPROVED Continued:**

Page & Associates, Inc. provides Guaranteed Maximum Price of \$1,134,769.00.

Funds are available in the 2007 Bond Budget.

Ms. Escajeda moved, seconded by Mr. Williams, to approve the request for classroom development at B Building on West Campus and the Guaranteed Maximum Price. The motion carried unanimously.

**REQUEST FOR CONTINGENCY ALLOWANCE EXPENDITURE – 2007 BOND PROJECT APPROVED:**

Request for Contingency Allowance Expenditure to provide a new fence and sliding gates at the west property line of 2212 South Harrison, as agreed upon with the property owner. This request is in conjunction with the New Parking Lot and with the Planned Development approved by the Amarillo City Commission on July 28, 2008.

Request is in the amount of \$27,357.00.

Funds are available in the 2007 Bond Budget.

Mr. Nicholson moved, seconded by Dr. Woodburn, to approve the request to provide a new fence and sliding gates at the west property line of 2212 South Harrison. The motion carried unanimously.

**RFQ TO HIRE A CONSULTANT APPROVED:**

This item is placed on the agenda so that the Board may consider an RFQ in order to hire a consultant to conduct a national presidential search in the future. The RFQ will be sent to 50 possible consulting firms on December 19, 2008; the last day to submit “notification of intent to submit RFQ” form is on January 8, 2009 at 5:00 p.m.; and deadline for submission of RFQ is January 23, 2009 at 5:00 p.m.

Mr. Williams moved, seconded by Dr. Woodburn, to send an RFQ to potential Presidential Search consulting firms. The motion carried unanimously.

**PRESIDENT’S REPORT:**

Dr. Matney reported on the two fall nursing pinning ceremonies; 102 nurses were pinned. He also said that the Fire Academy would be having a graduation ceremony on December 17.

Dr. Matney reminded the Board that the campus will be closed for the Christmas holidays from December 20-January 4.

**ADJOURNMENT:**

There being no further business, the meeting was adjourned.

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**John D. Hicks, Secretary**

