

**AMARILLO COLLEGE BOARD OF REGENTS
MINUTES OF REGULAR BOARD MEETING
OCTOBER 23, 2018**

REGENTS PRESENT: Dr. Paul Proffer, Chair; Ms. Anette Carlisle, Secretary; Mr. Jay Barrett; Ms. Michele Fortunato; Mr. Patrick Miller

REGENTS ABSENT: Mr. Johnny Mize, Vice-Chair; Mr. Dan Henke; Ms. Sally Jennings; and Dr. David Woodburn

CAMPUS REPRESENTATIVES PRESENT:

CAMPUS REPRESENTATIVES ABSENT: Ms. Sara Pesina, Representative for the Hereford Hinkson Memorial Campus; Mr. Mike Running, Representative for the Moore County Campus

OTHERS PRESENT: Mr. Bob Austin, Vice President of Enrollment Management; Mr. Kevin Ball, Vice President of Communications and Marketing; Dr. Tamara Clunis, Vice President of Academic Affairs; Dr. Russell Lowery-Hart, President; Ms. Denese Skinner, Vice President of Student Affairs; Mr. Steve Smith, Vice President of Business Affairs; and Mr. Mark White, Executive Vice President and General Counsel

Ms. Dolores Arambula – ESL/FYS Instructor
Ms. Tina Babb – Director of Institutional Effectiveness
Ms. Joy Brenneman – Exec. Asst.-President's Office & Asst. Secy. to the Board of Regents
Ms. Edythe Carter – Dean of Academic Success
Mr. Wes Condray – Director of Communications and Marketing
Mr. Daniel Esquivel – Dean of Campus Operations, Hereford
Mr. Michael Kitten – Dean of Technical Education
Ms. Cynthia Maldonado – Student, Hereford Campus
Ms. Monica Flores Olvera – Administrative Assistant, Hereford Campus
Ms. Denisse Ponce – Student, Hereford Campus
Mr. Mike Schueler – Advisory Board Member, Hereford Campus
Ms. Carolyn Waters – Advisory Board Member, Hereford Campus
Mr. Collin Witherspoon – Executive Director of Decision Analytics & Institutional Research
Ms. Reyna Zubia – ESL Student

STATUS UPDATE

The Status Update meeting was called to order at 5:59 p.m. by Dr. Paul Proffer, Chairman of the Board of Regents. A quorum was present.

PRAYER

Mr. Daniel Esquivel introduced Reyna Zubia, an ESL student at the Hinkson Memorial Campus. Ms. Zubia has been in the United States since 1990. She moved to Hereford in 2014, is married with five children, and has 15 grandchildren. She has been taking ESL classes for two years and is in the high intermediate courses. Her goals are to obtain her GED and begin the Certified Nurse Aide program. Previously, she was a nurse in Mexico. She enjoys letting others know about the great ESL Program at Amarillo College. Ms. Reyna opened the meeting with a Christian prayer.

Minutes of the Amarillo College Board of Regents Regular Meeting of Oct. 23, 2018**HEREFORD CAMPUS UPDATE**

Ms. Esquivel introduced the Hereford students who helped with the dinner, Cynthia Maldonado and Denisse Ponce. Both are Business Administration students looking forward to graduating next year. He then provided an update for the Hereford Campus. This fall was the first semester they offered all courses in the 8-week format. Students were somewhat nervous, and they saw a small drop in enrollment but a higher number of full-time students. Students are now excited about these classes as they see the progress they made at the end of the semester and are encouraging each other. The Truck Driving program, which also moved to the 8-week format, had their largest enrollment in Fall 2018 with 12 students. The Hereford Campus lost two instructors right at the beginning of the Fall 2018 semester but collaborated with Ms. Edie Carter to provide three math courses via ITV. This is working well and they are discussing offering ITV courses in History and Humanities in future semesters.

Mr. Esquivel discussed the upcoming election which includes a vote on the new Hereford Community Center and a Hereford ISD School Bond. There has been good feedback for the bond which is small and will pay for security upgrades, needed repairs, and a fieldhouse.

Mr. Esquivel reviewed the leadership report card for the Hereford Campus. Enrollments and success rates are up comparing 2017 to 2015. The majority of students are still female and complete at an 86% success rate compared to males at 81%. Full-time students have a 91% success rate with part-time at 81%. Full-time enrollment is between 30–40%. The largest enrollments are in Health Sciences, followed by Business Administration and Education. A rural health initiative with 23 of the 26 Texas Panhandle counties is in development which will provide more opportunities for Hereford students. He mentioned that the water feature in the lobby of the campus is causing issues due to the humidity it creates in the building and will need to be turned off.

Regent Anette Carlisle reported that TACC has created a work group to look into a legal remedy to allow campus representatives, such as Sara Pesina and Mike Running, full voting member status on regent boards. Amarillo College is sharing its model for other campus representation with other colleges. She also noted that the legislative session is beginning and the Board will travel to Austin in mid to late January and for Panhandle days in February. She will keep all informed.

UPCOMING EVENTS AND DATES OF INFORMATION

These were listed on the Status Update Agenda.

The status update meeting adjourned at 6:24 p.m.

REGULAR BOARD MEETING

The Regular Meeting was called to order at 6:29 p.m. by Dr. Paul Proffer, Chairman of the Board of Regents.

Dr. Proffer welcomed those in attendance. A quorum was still present.

PUBLIC COMMENTS

There were no public comments.

MINUTES APPROVED

Minutes of the regular meeting of September 25, 2018 were provided to the Regents in their Board materials.

Mr. Barrett moved, seconded by Mr. Miller, to approve the minutes. The motion carried unanimously.

CONSENT AGENDA APPROVED**A. APPOINTMENTS****Faculty****Coffman, Ashley – Instructor, Biology-Hereford Campus**

Effective Date: October 1, 2018
Salary: \$46,560/year, 9 months, full-time
Qualifications: Bachelor's and Master's Degrees
Experience: More than 5 years related experience, moving from temporary to probationary appointment
Replacement for: n/a
Bio: Ms. Coffman earned her Bachelor's and Master's Degrees from West Texas A&M University in Canyon, Texas. Her experience includes: Pathology Lab Technician with Food Safety Net in Amarillo, Texas; Graduate Teaching Assistant with West Texas A&M University; Assistant Manager/Buyer with Robinson's Family Feed Store in Amarillo, Texas; and, a teacher with Storyland Preschool-Childcare in Amarillo, Texas.

Hannen, Michael – Instructor, Philosophy-Humanities

Effective Date: August 13, 2018
Salary: \$58,721/year, 9-months, full-time
Qualifications: Doctorate
Experience: Eight years teaching experience
Replacement for: Raphael Aguirre
Bio: Dr. Hannen earned his Bachelor's Degree from California State University in Fresno, California; his Master's Degree from Northern Illinois University, in DeKalb Illinois; and his Ph.D. from the University of California in Santa Barbara, California. His 8 years related experience includes: Lecturer/Senior Lecturer with Clemson University in Clemson, South Carolina; Lecturer with University of Wisconsin in Oshkosh, Wisconsin; and, Teaching Associate with the University of California in Santa Barbara, California.

Hudson, Edward C. – Instructor, English

Effective Date: August 13, 2018
Salary: \$63,176/year, 9 months, full-time
Qualifications: Doctorate
Experience: 18 years teaching experience
Replacement for: Bryant Manning
Bio: Dr. Hudson earned his Bachelor's and Master's Degrees and his Ph.D. from the University of Texas in Austin, Texas. His experience includes: Instructor with West Texas A&M in Canyon; Associate Professor, Chair, Writing Director, and Assistant Professor with Saint Mary of the Woods College in Saint Mary of the Woods, Indiana; and, Chair, Assistant Instructor, and Teaching Assistant with The University of Texas at Austin.

Minutes of the Amarillo College Board of Regents Regular Meeting of Oct. 23, 2018**Stoddard, Brenda – Instructor, Associate Degree Nursing**

Effective Date: September 10, 2018
Salary: \$53,272/year, 9 months, full-time
Qualifications: Master's Degree
Experience: Eight years related experience
Replacement for: Paul Hogue
Bio: Ms. Stoddard earned Associate's Degrees in Science and Nursing from Amarillo College and her Master's in Nursing from West Texas A&M University in Canyon, Texas. Her work experience includes: Family Nurse Practitioner with Southwest Internal Medicine and Anti-Aging Center; Registered Nurse at Amarillo Diagnostic Clinic and Registered Nurse at Baptist St Anthony's, and, Licensed Vocational Nurse at Texas Tech School of Medicine in Amarillo, Texas.

Wheat, Mark L. – Instructor, Aviation Mechanic Technology

Effective Date: September 1, 2018
Salary: \$48,468/year, 9 months, full-time
Qualifications: Multiple certifications in the field of Aviation
Experience: More than 30 years related experience, moving from temporary to probationary
Replacement for: n/a
Bio: Mr. Wheat earned Airbus Field Maintenance, EC 135 Heavy Maintenance, Garrett Turbine Eng 731 Heavy Maintenance, and Learjet Maintenance Certifications, Licensures, and Authorizations from Texas State Technical Institute and Embry-Riddle Aeronautical University. His experience includes: Airframe and Powerplant Mechanic/With Inspection Authorization with Med-Trans Corp in Lewisville, Texas; Manufacturing Supervisor Quality Operations Specialist with Bell Helicopter/Textron; and, Aircraft Mechanic for Xcel Energy in Amarillo, Texas.

Administrators**Brannan, Sandra K. – Director, Associate Degree Nursing**

Effective Date: October 1, 2018
Salary: \$92,000/year, 12 months, full-time
Qualifications: Doctorate Degree
Experience: More than 28 years experience
Replacement for: Lyndi Shadbolt
Bio: Dr. Brannan earned her Certificate from Northwest Texas Hospital School of Nursing, BSN from University of Texas Medical Branch in Galveston, Texas, MSN from UTHSC-Houston in Houston, Texas, and a Ph.D. from Texas Woman's University in Houston, Texas. Her experience includes: Director of Nursing with Galveston College in Galveston, Texas; Cluster Nurse Manager with Federal Correctional Complex; Assistant Professor and Coordinator of Articulation Tracks with Lamar University; Administrative Supervisor with Christus St. Elizabeth Hospital and Administrative Director with Columbia Beaumont Medical Center in Beaumont, Texas; Administrative Supervisor with Renaissance Hospital in Groves, Texas; Chief Nursing Officer at Mid-Jefferson Hospital and Tenet Hospitals Mid-Jefferson and Park Place Medical Center in Nederland and Port Arthur Texas.

BUDGET AMENDMENTS

The Budget Amendments for approval by the Board are attached at page 34.

Mrs. Carlisle moved, seconded by Ms. Fortunato, to approve the consent agenda. The motion carried unanimously.

DATA AND 100 STUDENT VIDEO

Mr. Witherspoon presented the FTIC 100 students video. No students were lost from this group between the 1st and 2nd 8-week sections.

Mr. Witherspoon then presented data that will be used in an application by AC for Leader College with Distinction designation with Achieving the Dream. A large part of this data relates to transfer and developmental education. He will focus on students who transfer and receive a Bachelor's Degree within 6 years of entering the cohort. Students who enrolled in 2008 and then transferred had until 2014 to obtain a Bachelor's degree. Of this cohort, 24 did so. Since that time, the college has seen an 8% increase in students going on to complete the Bachelor's degree. This increase was seen prior to the implementation of many of the interventions now in place and this percentage is expected to continue to grow. Two things impacted this growth: course redesign which required mandatory tutoring and social services interventions. Hispanic students increased by 14%, PELL student, 15% (which was greater than non-PELL students), and first generation by 11%. 32% of Amarillo College students transfer and obtain a Bachelor's Degree. WTAMU's rate is 38%. This data reflects that the college is moving in the right direction.

Mr. Witherspoon then discussed 3-year completion rates related to the number of credits received in the first year and the relation to developmental education. He went back the 2011 FTIC cohort and counted one student only one time for this discussion. Dual Credit students were not included. The number of FTIC students enrolling has continued to drop since 2011. The highest percentage (approximately 75%) of students who complete in three years receive 30 hours within their first academic year. Developmental hours are counted in these numbers. Students enrolled in 12 or less hours in a year have the lowest percentage rate of completion. Most students fall within the 12 to 18 hours per year and complete at a rate 20% below the highest group. The size of the lowest and highest groups is about the same at 7-8% of enrollment. Something prevents developmental education students from enrolling full time and therefore, they are less likely to complete. This led to a discussion of structural implications and possible solutions to get students to 30 hours/year.

Dr. Clunis reported that Amarillo College has been reforming developmental education for several years, and while success rates are improving, students are not progressing fast enough to get them to completion. There is a need to either refine developmental education to move these students forward or to look at the co-req model which puts these students in the credit course while providing them with support systems, including learning specialists in the classroom. Examples of this model from Florida, Tennessee, and Austin Community College (ACC) are producing great success rates. The math classes and the East Campus have implemented this model with success. Reading and college writing have not. The State of Texas has considered eliminating developmental education for several years. Amarillo College will need to get ahead of this before it is mandated by the State. If Amarillo College develops a model before then, it will be able to impact the discussion at the State level.

Dr. Lowery-Hart noted that, unlike ACC, Amarillo College does not plan to lay off instructors but will move teachers into the support structure. Instructors affected by these changes will be deployed into the classrooms or in non-credit courses to provide intensive support. The co-req model is already in place for some courses and will be taken to scale. Students will be advised to continue on into credit courses with supports in place. Both partially and fully integrated courses will be available and co-

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teaching will grow. Grant funding is available to cover some of these costs. AC has more supports in place for students than ever before and with the developmental education faculty already in place, the college will reach its 70% goal.

The plan will be to scale this by Fall 2019 for registration beginning in April 2019. In many cases, this is already an option, but this will make it the only option. Dr. Clunis will discuss this with faculty as she meets with them to address concerns they might have with co-teaching and success rates. Training will be provided. Ms. Carter will work with reading and writing developmental education faculty and English faculty. These changes will not impact TSI and THRIVE. Amarillo College is working with the high schools to get these students TSI complete. The co-req model allows students to complete even while facing life issues.

Mr. Esquivel noted that Hereford students are seeing the results from this model and are motivated to continue on. They use MyPlan and can see their timeline to the finish. AC has been a leader college with the State using this model on the East Campus where they have had the most completers out of any funded grants.

No action was required on this item

SACS 5TH YEAR SITE VISIT UPDATE

This item was placed on the agenda in order that Dr. Tamara Clunis and Tina Babb may present an update on the SACS 5th year site visit.

Dr. Clunis commended Tina Babb on the excellent job she did on the SACS 5th year report and managing the site visit. Her work on this made our response to SACS stronger than in the past. Ms. Babb provided information and a brief report on assessment. She noted that a few recommendations are expected from the SACS visit and these will be covered in the 5th year report in January. SACS found that the college did not have enough current assessment data for the previous five years. Since 2017 this has been corrected. There was data prior to 2017 but the college had changed its plan with new instruments and methods. The new process is improved and has been well-received by the Assessment Committee. Ms. Babb meets regularly with academic leadership to get an idea where they are headed and has included as many as possible in this process. Faculty are requesting to be placed on the Assessment Committee which is a shift from previous years. The new process helps build capacity and has led to great discussions. Each program undergoes a review at least twice in a 5-year cycle. Two components of assessment that SACS looks at are student learning and program review. Ms. Babb provided a program review example from Criminal Justice. Mr. Witherspoon has also created a program review dashboard. An update on the Quality Enhancement Program (QEP) will be provided at the next Status Update.

No action was required on this item.

TRANSPORTATION PILOT PROGRAM

Dr. Lowery-Hart informed the Board that the City of Amarillo has approached Amarillo College to do a pilot program in partnership with them to change bus routes to accommodate students. The bus routes would go to all AC campuses and extend hours to 10:00 p.m. for at least the Washington Street Campus. AC students could ride for free. The initial cost of the pilot program for the college would be \$100,000. It is known that transportation is an issue for AC students and a successful pilot might lead to additional expansions in public transportation for other in the City. This report is for information only as no decisions have been made and a proposal will be brought to the Board for approval if the college is to proceed with this partnership.

No action was required on this item.

FINANCIAL REPORTS APPROVED

The financial statements as of September 30, 2018 are attached at pages 35 through 45.

To answer a question from a Regent at previous meeting, Mr. Smith explained deferred inflows and outflows. The state now requires that the State's portion of the cost of employee health insurance be listed as a liability in the budget. This is just an adjustment entry which is currently reflected as a \$71.5M liability, but does not affect the cash budget. There is some concern that this amount might have an effect on the college's credit rating, however this change effects all institutions and Mr. Smith explains this when meeting with bond representatives. Even with this negative entry, Amarillo College still has a positive net position. Ms. Lani Hall will discuss this further when she presents the audit report in November. The audit will reflect no findings in Grants and Business Affairs and only one small finding in Financial Aid.

Mr. Smith noted one adjustment to the budget that was provided in the agenda and that has been corrected in the budget attached to these minutes. Revenue is trending with last year, and the only increase in expenses relates to salaries. Net gain is about the same as last year.

Mr. Miller moved, seconded by Ms. Fortunato, to approve the September 30, 2018 financial statements. The motion carried unanimously.

CLOSED MEETING

At 7:47, Dr. Paul Proffer, Chairman of the Board, called a closed meeting to confer with the College legal counsel regarding contemplated litigation pursuant to Section 551.071 of the Texas Government Code. Mark White and Dr. Lowery-Hart were asked to stay.

The closed session concluded at 8:03 p.m. No final decision, action, or vote was taken in the closed session. The open session reconvened at 8:04 p.m. with a quorum still present.

ADJOURNMENT

There being no further items for discussion, the meeting adjourned at 8:05 p.m.

Anette Carlisle, Secretary

**AMARILLO COLLEGE
BUDGET AMENDMENTS
October 23, 2018**

1. **Adult Outreach Services – transfer of funds to cover expenses of salary.**

Increase AC Community Link – Appointed Personnel Pool	\$14,665.70
Decrease Employee and Organizational Development – Appointed Personnel Pool	(\$14,665.70)

2. **Success Center – transfer of funds to cover expenses of faculty salary.**

Increase Access Learning Center – Appointed Personnel Pool	\$48,834.64
Decrease Access Learning Center – Appointed Personnel Pool	(\$45,098.00)
Decrease General Contingency – Contingency Pool	(\$ 3,736.64)

3. **Vice President of Academic Affairs – transfer of funds to cover expenses of travel.**

Increase Heavy Equipment Contract Training – Travel Pool	\$20,000.00
Increase Honors Program Administration Fee – Travel Pool	\$60,000.00
Decrease Vice President of Academic Affairs – Travel Pool	(\$80,000.00)

4. **Dental Hygiene Program – transfer of funds to cover expenses of equipment.**

Increase Dental Hygiene Program – Capital Equipment Pool	\$18,666.00
Decrease General Contingency – Contingency Pool	(\$18,666.00)

Minutes of the Amarillo College Board of Regents Regular Meeting of Oct. 23, 2018**AUGUST 2018 FINANCIALS**

AMARILLO COLLEGE				
INTERNAL UNAUDITED STATEMENT OF NET POSITION				
FISCAL YEAR 2019 THROUGH SEPTEMBER 30, 2018				
	Sep-17		Aug-18	
ASSETS				
CURRENT ASSETS				
Cash & Equivalents	\$ 187,115		\$ 9,172,966	\$ 8,798,308
Short-Term Investments	\$ 25,897,793		\$ 20,215,266	\$ 20,240,411
Receivables	\$ 31,114,560		\$ 10,539,603	\$ 33,993,064
Inventory	\$ 1,338,693		\$ 1,156,326	\$ 1,313,645
Prepaid Expenses and Other Assets	\$ 604,021		\$ 739,909	\$ 197,917
Total Current Assets	\$ 59,142,182		\$ 41,824,070	\$ 64,543,345
NON CURRENT ASSETS				
Restricted Cash and Cash Equivalents	\$ 43,441		\$ 3,184,403	\$ 3,156,991
Restricted Investments	\$ 5,067,855		\$ 10,340,878	\$ 10,326,766
Endowments	\$ 3,982,051		\$ 2,500,000	\$ 2,500,000
Property & Equipment	\$ 127,462,857		\$ 126,590,373	\$ 126,142,254
Total Non Current Assets	\$ 136,556,204		\$ 142,615,654	\$ 142,126,010
TOTAL ASSETS	\$ 195,698,386		\$ 184,439,723	\$ 206,669,355
DEFERRED OUTFLOWS OF RESOURCES				
Deferred Outflows on Net Pension Liability	\$ 3,524,380		\$ 2,340,372	\$ 2,340,372
Deferred Outflows related to OPEB			\$ 2,015,167	\$ 2,015,167
Deferred Charge on Refunding	\$ 2,122,970		\$ 1,910,673	\$ 1,910,673
TOTAL DEFERRED OUTFLOWS	\$ 5,647,350		\$ 6,266,212	\$ 6,266,212

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AMARILLO COLLEGE			
INTERNAL UNAUDITED STATEMENT OF NET POSITION (Page 2)			
FISCAL YEAR 2019 THROUGH SEPTEMBER 30, 2018			
LIABILITIES AND NET POSITION			
CURRENT LIABILITIES			
Payables	\$ 332,297	\$ 1,191,761	\$ 1,077,163
Accrued Compensable Absences - Current	\$ 380,890	\$ 418,222	\$ 418,222
Funds Held for Others	\$ 787,359	\$ 5,563,310	\$ 5,544,118
Unearned Revenues	\$ 23,842,426	\$ 10,883,781	\$ 26,033,499
Bonds Payable - Current Portion	\$ 3,365,000	\$ 3,585,000	\$ 3,585,000
Notes Payable - Current Portion		\$ 500,000	\$ 500,000
Capital Lease Payable	\$ 22,873	\$ 23,708	\$ 23,708
Retainage Payable	\$ -	\$ 15,472	\$ 15,472
Total Current Liabilities	\$ 28,730,845	\$ 22,181,254	\$ 37,197,183
NON CURRENT LIABILITIES			
Accrued Compensable Absences - Long Term	\$ 694,472	\$ 769,212	\$ 769,212
Deposits Payable	\$ 144,575	\$ 152,281	\$ 152,081
Bonds Payable	\$ 59,100,000	\$ 55,515,000	\$ 55,515,000
Notes Payable	\$ -	\$ 1,017,033	\$ 1,021,596
Capital Lease Payable - LT	\$ 23,708	\$ -	\$ -
Unamortized Debt Premium	\$ 2,969,627	\$ 2,710,032	\$ 2,710,032
Net Pension Liability	\$ 13,430,302	\$ 10,237,600	\$ 10,237,600
Net OPEB Liability		\$ 71,519,923	\$ 71,519,923
Total Non Current Liabilities	\$ 76,362,683	\$ 141,921,081	\$ 141,925,444
TOTAL LIABILITIES	\$ 105,093,528	\$ 164,102,335	\$ 179,122,626
Deferred Inflows			
Deferred Inflows of Resources	\$ 2,821,593	\$ 4,313,522	\$ 4,313,522
Deferred Inflows related to OPEB	\$ -	\$ 15,813,398	\$ 15,813,398
TOTAL DEFERRED INFLOWS	\$ 2,821,593	\$ 20,126,920	\$ 20,126,920
NET POSITION			
Capital Assets			
Net Investment in Capital Assets	\$ 63,707,885	\$ 66,097,781	\$ 65,671,856
Restricted			
Non Expendable: Endowment - True	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000
Expendable: Capital Projects	\$ 484,117	\$ 289,484	\$ 386,800
Expendable: Debt Service	\$ 2,088,485	\$ 2,858,088	\$ 3,317,340
Other, Primary Donor Restrictions	\$ 6,317,424	\$ 6,555,627	\$ 6,824,455
Unrestricted			
Unrestricted	\$ 18,332,703	\$ (71,824,299)	\$ (65,014,431)
TOTAL NET POSITION	\$ 93,430,615	\$ 6,476,681	\$ 13,686,021

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AMARILLO COLLEGE				
INTERNAL UNAUDITED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION				
FISCAL YEAR 2019 THROUGH SEPTEMBER 30, 2018				
	2018	2018	2019	2019
	Sep-17	Fiscal 2018	Sep-18	Fiscal 2019 YTD
OPERATING REVENUES				
Tuition and Fees	\$ 9,644,164	\$ 14,416,528	\$ 9,481,860	\$ 9,481,860
Federal Grants and Contracts	\$ -	\$ 5,942,163	\$ 143	\$ 143
State Grants and Contracts	\$ 521,496	\$ 2,074,001	\$ 1,131,375	\$ 1,131,375
Local Grants and Contracts	\$ 22,178	\$ 1,981,312	\$ 191,886	\$ 191,886
Nongovernmental grants and contracts	\$ 499,093	\$ 1,521,592	\$ 418,482	\$ 418,482
Sales and Services of Educational Activities	\$ 43,497	\$ 505,550	\$ 34,716	\$ 34,716
Auxiliary Enterprises (net of discounts)	\$ 369,911	\$ 5,561,365	\$ 356,682	\$ 356,682
Other Operating Revenues	\$ 123,879	\$ 1,988,038	\$ 138,542	\$ 138,542
Total Operating Revenues	\$ 11,224,217	\$ 33,990,548	\$ 11,753,688	\$ 11,753,688
NON OPERATING REVENUES				
State Appropriations	\$ 1,123,594	\$ 21,393,766	\$ 1,126,511	\$ 1,126,511
Taxes for maintenance and operations	\$ 1,623,697	\$ 19,433,980	\$ 1,766,878	\$ 1,766,878
Taxes for general obligation bonds	\$ 533,094	\$ 6,412,262	\$ 455,465	\$ 455,465
Federal revenue, non-operating	\$ -	\$ 16,797,368	\$ (8,838)	\$ (8,838)
Gifts	\$ -	\$ 157,963	\$ -	\$ -
Investment Income	\$ 76,851	\$ 931,258	\$ 10,845	\$ 10,845
Interest on Capital Debt	\$ (70,224)	\$ (2,191,051)	\$ (67,300)	\$ (67,300)
Loss on Disposal of Fixed Assets	\$ (9,351)	\$ 120,126	\$ -	\$ -
Total Non Operating Revenues	\$ 3,277,661	\$ 63,055,674	\$ 3,283,561	\$ 3,283,561
TOTAL REVENUE	\$ 14,501,878	\$ 97,046,221	\$ 15,037,249	\$ 15,037,249

Minutes of the Amarillo College Board of Regents Regular Meeting of Oct. 23, 2018

AMARILLO COLLEGE				
INTERNAL UNAUDITED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION (Pg 2)				
FISCAL YEAR 2019 THROUGH SEPTEMBER 30, 2018				
OPERATING EXPENSES				
Cost of Sales	\$ 17,440	\$ 2,707,259	\$ 48,241	\$ 48,241
Salary, Wages & Benefits				
Administrators	\$ 437,611	\$ 5,334,680	\$ 459,346	\$ 459,346
Classified	\$ 1,198,867	\$ 15,402,153	\$ 1,066,028	\$ 1,066,028
Faculty	\$ 1,351,911	\$ 18,763,169	\$ 1,435,819	\$ 1,435,819
Student Salary	\$ 90,878	\$ 922,058	\$ 53,151	\$ 53,151
Temporary (Contract) Labor	\$ 17,864	\$ 281,698	\$ 3,440	\$ 3,440
Employee Benefits	\$ 1,088,235	\$ 17,497,555	\$ 1,107,309	\$ 1,107,309
Dept Operating Expenses				
Professional Fees	\$ 400,317	\$ 3,366,569	\$ 659,457	\$ 659,457
Supplies	\$ 103,679	\$ 3,370,615	\$ 111,228	\$ 111,228
Travel	\$ 9,082	\$ 907,208	\$ 16,259	\$ 16,259
Property Insurance	\$ 5,732	\$ 307,711	\$ 477,766	\$ 477,766
Liability Insurance	\$ 8,653	\$ 128,065	\$ 61,288	\$ 61,288
Maintenance & Repairs	\$ 1,212,070	\$ 2,455,773	\$ 977,304	\$ 977,304
Utilities	\$ 7,743	\$ 1,874,750	\$ 24,752	\$ 24,752
Scholarships & Fin Aid	\$ 556,280	\$ 10,458,100	\$ 488,886	\$ 488,886
Advertising	\$ 47,666	\$ 468,284	\$ 108,330	\$ 108,330
Lease/Rentals	\$ 12,579	\$ 280,663	\$ (1,537)	\$ (1,537)
Interest Expense	\$ -	\$ 18,734	\$ 4,563	\$ 4,563
Depreciation	\$ 488,594	\$ 5,821,878	\$ 480,305	\$ 480,305
Memberships	\$ 41,035	\$ 127,064	\$ 40,373	\$ 40,373
Property Taxes	\$ -	\$ 224,708	\$ -	\$ -
Institutional Support	\$ 18,487	\$ 370,162	\$ 33,862	\$ 33,862
Other Miscellaneous Disbursements	\$ 116,428	\$ 1,313,299	\$ 200,723	\$ 200,723
Capital Expenses - Less than \$1000				
Land and Improvements	\$ -	\$ -	\$ -	\$ -
Buildings	\$ -	\$ -	\$ -	\$ -
Audio/Visual Equipment	\$ 10,173	\$ 16,868	\$ -	\$ -
Classroom Equipment	\$ -	\$ 187,812	\$ -	\$ -
Computer Related	\$ -	\$ 793,467	\$ 1,998	\$ 1,998
Maintenance & Grounds	\$ -	\$ 6,717	\$ -	\$ -
Office Equipment & Furnishing	\$ -	\$ 11,959	\$ -	\$ -
Television Station Equipment	\$ -	\$ 18,852	\$ -	\$ -
Vehicles	\$ -	\$ 2,389	\$ -	\$ -
Other Sources				
Disposal Gain (Loss)	\$ (22,463)	\$ 340,525	\$ (17,458)	\$ (17,458)
Interfund Transfers	\$ -	\$ -	\$ -	\$ -
TOTAL EXPENSE	\$ 7,218,860	\$ 93,780,743	\$ 7,841,432	\$ 7,841,432
CHANGE IN NET POSITION	\$ 7,283,018	\$ 3,265,478	\$ 7,195,817	\$ 7,195,817

Minutes of the Amarillo College Board of Regents Regular Meeting of Oct. 23, 2018

AMARILLO COLLEGE				
INTERNAL UNAUDITED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION (Pg 3)				
FISCAL YEAR 2019 THROUGH SEPTEMBER 30, 2018				
Non Income Statement Expenditures - Capitalized and Depreciated				
Capital Expenses - Exceeds \$5000 - Capitalized				
Land and Improvements	\$ -	\$ -	\$ -	\$ -
Buildings	\$ -	\$ 2,333,948	\$ -	\$ -
Audio/Visual Equipment	\$ -	\$ 18,431	\$ -	\$ -
Classroom Equipment	\$ 15,929	\$ 803,973	\$ 34,820	\$ 34,820
Computer Related	\$ 2,750	\$ 350,177	\$ -	\$ -
Library Books	\$ -	\$ 44,639	\$ -	\$ -
Maintenance & Grounds	\$ -	\$ 21,200	\$ -	\$ -
Office Equipment & Furnishing	\$ -	\$ 58,358	\$ -	\$ -
Television Station Equipment	\$ -	\$ 27,192	\$ -	\$ -
Vehicles	\$ -	\$ 95,598	\$ -	\$ -
Donations	\$ -	\$ 36,500	\$ -	\$ -
TOTAL CAPITALIZED EXPENDITURES	\$ 18,679	\$ 3,790,015	\$ 34,820	\$ 34,820

Minutes of the Amarillo College Board of Regents Regular Meeting of Oct. 23, 2018

AMARILLO COLLEGE									
INTERNAL UNAUDITED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION									
BUDGETED FUNDS ONLY COMPARED TO HISTORICAL AND CURRENT BUDGET									
FISCAL YEAR 2019 THROUGH SEPTEMBER 30, 2018									
	Sep-18		COMPARED Sep-17		COMPARED Fiscal 2017		COMPARED 2018 Budget		
OPERATING REVENUES									
Tuition and Fees	\$ 9,427,538		\$ 9,580,097		\$ 22,530,014		\$ 22,767,620		
Federal Grants and Contracts	\$ -		\$ -		\$ 137,455		\$ 138,000		
State Grants and Contracts	\$ -		\$ -		\$ 53,673		\$ 120,000		
Local Grants and Contracts	\$ 180,803		\$ 10,086		\$ 1,967,853		\$ 2,020,388		
Nongovernmental grants and contracts	\$ 17,317		\$ 13,160		\$ 271,108		\$ 247,000		
Sales and Services of Educational Activities	\$ 34,716		\$ 43,497		\$ 505,550		\$ 519,560		
Auxiliary Enterprises (net of discounts)	\$ 356,682		\$ 369,911		\$ 5,561,365		\$ 6,381,900		
Other Operating Revenues	\$ 128,963		\$ 123,879		\$ 1,256,980		\$ 6,673		
Total Operating Revenues	\$ 10,146,019		\$ 10,140,629	100%	\$ 32,283,998	31%	\$ 32,201,141		32%
NON OPERATING REVENUES									
State Appropriations	\$ 1,126,511		\$ 1,123,594		\$ 13,510,994		\$ 13,518,127		
Taxes for maintenance and operations	\$ 1,766,878		\$ 1,623,697		\$ 19,433,980		\$ 20,863,771		
Taxes for general obligation bonds	\$ -		\$ -		\$ -		\$ 5,345,494		
Federal revenue, non-operating	\$ -		\$ -		\$ 49,688		\$ 55,000		
Gifts	\$ -		\$ -		\$ 157,963		\$ 30,000		
Investment Income	\$ 17,443		\$ 7,828		\$ 409,578		\$ 240,000		
Interest on Capital Debt	\$ -		\$ -		\$ -		\$ -		
Loss on Disposal of Fixed Assets	\$ -		\$ -		\$ (22,194)				
Fund Allocation	\$ -		\$ -		\$ -		\$ 144,428		
Total Non Operating Revenues	\$ 2,910,832		\$ 2,755,119	106%	\$ 33,540,010	9%	\$ 40,196,820		7%
TOTAL REVENUE	\$ 13,056,851		\$ 12,895,749	101%	\$ 65,824,007	20%	\$ 72,397,960		18%

Minutes of the Amarillo College Board of Regents Regular Meeting of Oct. 23, 2018

AMARILLO COLLEGE									
INTERNAL UNAUDITED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION (Page 2)									
BUDGETED FUNDS ONLY COMPARED TO HISTORICAL AND CURRENT BUDGET									
Cost of Sales									
	Sep-18	COMPARED Sep-17		COMPARED Fiscal 2017		COMPARED 2018 Budget			
OPERATING EXPENSES									
Cost of Sales	\$ 48,241	\$ 17,440		\$ 2,707,259		\$ 2,920,000			
Salary, Wages & Benefits									
Administrators	\$ 433,424	\$ 416,003		\$ 5,060,961		\$ 5,452,396			
Classified	\$ 977,853	\$ 1,112,092		\$ 14,322,525		\$ 14,977,627			
Faculty	\$ 1,404,726	\$ 1,328,244		\$ 18,145,357		\$ 18,219,096			
Student Salary	\$ 23,663	\$ 35,010		\$ 624,979		\$ 627,409			
Temporary (Contract) Labor	\$ 2,440	\$ 8,876		\$ 109,111		\$ 118,160			
Employee Benefits	\$ 1,072,194	\$ 1,053,206		\$ 7,832,921		\$ 8,685,814			
Dept Operating Expenses									
Professional Fees	\$ 185,490	\$ 267,497		\$ 1,741,176		\$ 1,637,852			
Supplies	\$ 103,938	\$ 90,291		\$ 2,451,948		\$ 2,218,748			
Travel	\$ 3,943	\$ 1,875		\$ 664,736		\$ 759,156			
Property Insurance	\$ 477,766	\$ 5,732		\$ 302,798		\$ 412,241			
Liability Insurance	\$ 61,288	\$ 8,653		\$ 128,065		\$ 112,891			
Maintenance & Repairs	\$ 944,385	\$ 1,190,662		\$ 2,361,660		\$ 2,622,044			
Utilities	\$ 24,752	\$ 7,683		\$ 1,874,149		\$ 1,870,200			
Scholarships & Fin Aid	\$ 119	\$ 178		\$ 304,076		\$ 173,939			
Advertising	\$ 104,822	\$ 47,066		\$ 425,761		\$ 354,500			
Lease/Rentals	\$ (7,959)	\$ 5,165		\$ 242,737		\$ 247,744			
Interest Expense	\$ -	\$ -		\$ 1,700		\$ -			
Depreciation	\$ -	\$ -		\$ -		\$ 130,113			
Memberships	\$ 39,368	\$ 41,035		\$ 124,600		\$ 225,000			
Property Taxes	\$ -	\$ -		\$ 224,708		\$ 679,885			
Institutional Support	\$ 30,973	\$ 18,327		\$ 311,464		\$ 32,550			
Other Miscellaneous Disbursements	\$ 200,714	\$ 116,428		\$ 1,313,115		\$ 1,608,030			
Capital Expenses - All									
Land and Improvements	\$ -	\$ -		\$ -		\$ -			
Buildings	\$ 5,989	\$ 153,957		\$ 1,340,357		\$ 1,000,000			
Audio/Visual Equipment	\$ -	\$ 10,173		\$ 35,299		\$ -			
Classroom Equipment	\$ 34,820	\$ 15,929		\$ 283,151		\$ 170,000			
Computer Related	\$ 1,998	\$ 2,750		\$ 849,180		\$ 730,000			
Library Book	\$ -	\$ -		\$ 44,639		\$ 30,000			
Maintenance & Grounds	\$ -	\$ -		\$ 27,917		\$ 30,000			
Office Equipment & Furnishing	\$ -	\$ -		\$ 67,271		\$ 25,000			
Television Station Equipment	\$ -	\$ -		\$ 2,463		\$ -			
Vehicles	\$ -	\$ -		\$ 41,526		\$ 100,000			
Donations	\$ -	\$ -		\$ 36,500		\$ -			
Other Sources									
Disposal (Gain) Loss	\$ -	\$ -		\$ -		\$ -			
Interfund Transfers	\$ 49,842	\$ 47,762		\$ 674,734		\$ 542,471			
Bond Payments				\$ -		\$ 5,685,094			
TOTAL EXPENSE	\$ 6,224,788	\$ 6,002,032	104%	\$ 64,678,843	10%	\$ 72,397,960	9%		
CHANGE IN NET POSITION	\$ 6,832,062	\$ 6,893,717	99%	\$ 1,145,164		\$ -			

Minutes of the Amarillo College Board of Regents Regular Meeting of Oct. 23, 2018

AMARILLO COLLEGE
Alterations and Improvements
Projects for Fiscal 2019
as of September 30, 2018

AMARILLO - WASHINGTON STREET CAMPUS												
PROJECT BUDGETING						SOURCE OF FUNDS						
PROJECT	DESCRIPTION	BUDGETED	EXPENSED	ENCUMBERED	STATUS	OVER/ (SHORT)	TOTAL COST	CURRENT BUDGET	RESERVE	GIFT/ DONATION	GRANT	OTHER
	1 Russell Hall - Paint and Carpet	20,000.00	2,660.00	3,991.20	In Progress	13,348.80	6,651.20		20,000.00			
	2 Carter Fitness Center - Locker Rooms/Rest Rooms/Showers	135,000.00	-	-	Not Started	135,000.00	-	135,000.00				
	3 Durrett Hall - Replacement of Exterior Doors	6,500.00	-	-	In Progress	6,500.00	-		6,500.00			
	4 Engineering Building - 2nd Floor	200,000.00	-	-	Not Started	200,000.00	-	200,000.00				
	5 Engineering Building - Replacement of Exterior Doors	6,500.00	-	-	In Progress	6,500.00	-		6,500.00			
	6 Panhandle PBS (KACV-TV) - Bathroom and Hot Water Issue	75,000.00	-	-	Not Started	75,000.00	-	75,000.00				
		\$443,000.00	\$2,660.00	\$3,991.20		\$436,348.80	\$6,651.20	\$410,000.00	\$33,000.00	\$0.00	\$0.00	\$0.00
AMARILLO - WEST CAMPUS												
PROJECT BUDGETING						SOURCE OF FUNDS						
PROJECT	DESCRIPTION	BUDGETED	EXPENSED	ENCUMBERED	STATUS	OVER/ SHORT	TOTAL COST	CURRENT BUDGET	RESERVE	GIFT/ DONATION	GRANT	OTHER
	7 West Campus - Building A - Renovations	40,400.00	3,307.00	194,076.00	In Progress	(156,983.00)	197,383.00		40,400.00			
	8 Allied Health - Flooring	50,000.00	-	-	Not Started	50,000.00	-	50,000.00				
		90,400.00	3,307.00	194,076.00		(106,983.00)	197,383.00	50,000.00	40,400.00	-	-	-

as of September 30, 2018

AMARILLO - ALL CAMPUS												
PROJECT BUDGETING							SOURCE OF FUNDS					
PROJECT	DESCRIPTION	BUDGETED	EXPENSED	ENCUMBERED	STATUS	OVER/ SHORT	TOTAL COST	CURRENT BUDGET	RESERVE	GIFT/ DONATION	GRANT	OTHER
13	Other Unplanned Projects	7,900.00	-	-	Not Started	7,900.00	-	7,900.00				
14	Campus Wide - Replace Furniture	25,000.00	-	-	Ongoing	25,000.00	-	25,000.00				
15	Campus Wide - Fire Alarm Panels	20,000.00	-	-	Ongoing	20,000.00	-	20,000.00				
16	Campus Wide - Emergency Lighting Corrections	20,000.00	21.94	-	Ongoing	19,978.06	21.94	20,000.00				
17	Campus Wide - Paint and Small Repairs	89,000.00	-	-	Ongoing	89,000.00	-	75,000.00	14,000.00			
18	Campus Wide - ADA Corrections	56,900.00	-	-	Ongoing	56,900.00	-	50,000.00	6,900.00			
19	Campus Wide - Parking Lot Repairs	100,000.00	-	-	Ongoing	100,000.00	-	100,000.00				
		-	-	-	Not Started	0.00	-		-		-	
		-	-	-		-	-	-	-	-	-	-
		BUDGETED	EXPENSED	ENCUMBERED		OVER/ SHORT	TOTAL COST	CURRENT BUDGET	RESERVE	GIFT/ DONATION	GRANT	OTHER
		1,025,000.00	5,988.94	212,567.20		806,443.86	218,556.14	907,900.00	117,100.00	-	-	-

Minutes of the Amarillo College Board of Regents Regular Meeting of Oct. 23, 2018

AMARILLO COLLEGE									
Tax Schedule									
as of September 30, 2018									
			FY 2019					FY 2018	
			Potter County	Randall County	Branch Campuses	Total		Total	
Net Taxable Values			\$6,135,866,143	\$7,146,946,129		\$13,282,812,272		\$11,483,195,123	
Tax Rate			\$0.20750	\$0.20750		\$0.20750		\$0.20750	
Assessment:									
Bond Sinking Fund - \$.04251			\$2,540,891	\$2,897,222		\$5,453,053		\$6,383,226	
Maintenance and Operation - \$.16499			\$9,861,562	\$11,244,536		\$21,164,079		\$19,430,536	
Branch Campus Maintenance Tax					\$1,860,653	\$1,787,732		\$1,787,732	
Total Assessment			\$12,402,453	\$14,141,758	\$1,860,653	\$28,404,864		\$27,601,494	
Deposits of Current Taxes			\$26,075	\$7,230		\$33,305		\$11,640	
Current Collection Rate			0.21%	0.05%	0.00%	0.12%		0.04%	
Deposits of Delinquent Taxes			\$8,676	\$1,483		\$10,159		\$7,043	
Deposits of Penalties and Interest			\$9,483	\$1,659		\$11,142		\$5,648	
							collection rate		collection rate
			Budgeted - Bonds			\$5,453,053	100.00%	\$6,383,226	100.00%
			Budgeted - Maintenance and Operation			\$20,454,230	96.65%	\$18,857,091	97.05%
			Budgeted - Moore County			\$1,094,837	61.24%	\$1,069,322	59.81%
			Budgeted - Deaf Smith County			\$765,816	42.84%	\$718,410	40.19%
			Total Budget			\$27,767,936	97.76%	\$27,028,049	97.92%
			Total Collected - Current + Delinquent + Penalty/Interest			\$54,606		\$24,331	
			Over (Under) Budget			(\$27,713,330)		(\$27,003,718)	

Minutes of the Amarillo College Board of Regents Regular Meeting of Oct. 23, 2018

Amarillo College				
Reserve Analysis FY 2019				
As Of 9/30/18				
	Balance as of	Current Fiscal	Ending	
Encumbered Prior to 8/31/18	08/31/2018	Year Activity	Balance	Explanation
Overlapping Purchase Orders	157,275	(27,320)	129,955	Materials and services requested in prior year and charged against prior year budget but received and paid for in the current year
Subtotal	157,275	(27,320)	129,955	
Board Restricted				
Equipment Reserve	1,000,000		1,000,000	Set-up for equipment purchases required but not budgeted
Facility Reserve	2,500,000	(5,967)	2,494,033	Set-up for facility purchases required but not budgeted
Sim Central	283,923		283,923	Sim Central prior years revenues over expenses fund balance
East Campus A&I Designated	1,215,000		1,215,000	Set-up for East Campus improvements required but not budgeted
SGA	172,695		172,695	Student government prior years revenues over expenses fund balance
Insurance	200,000		200,000	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	490,262		490,262	Moore County prior years revenues over expenses fund balance
Hereford Campus Designated	1,640,901	(8,567)	1,632,334	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)
Subtotal	9,716,980	(14,534)	9,702,446	
Unrestricted Reserve				
Undesignated Local Maintenance	13,240,062		13,240,062	Local Maintenance prior years revenues over expenses fund balance
Undesignated Auxiliary	3,754,371		3,754,371	Auxiliary prior years revenues over expenses fund balance
Subtotal	16,994,433	-	16,994,433	Must leave in Reserve 10% of next year's budget
Total	26,868,688	(41,854)	26,826,834	
Fiscal Year 2018	24,096,277	2,772,411	26,868,688	
Fiscal Year 2017	22,979,978	1,116,299	24,096,277	
Fiscal Year 2016	26,185,015	(3,205,037)	22,979,978	
Fiscal Year 2015	27,440,976	(1,255,961)	26,185,015	
Fiscal Year 2014	26,447,719	993,257	27,440,976	