

**AMARILLO COLLEGE BOARD OF REGENTS
MINUTES OF SPECIAL BOARD MEETING
AUGUST 16, 2022**

REGENTS PRESENT: Mrs. Anette Carlisle, Chair; Sally Jennings, Secretary; Mr. John Betancourt; Ms. Michele Fortunato; Mr. Johnny Mize; Dr. Paul Proffer; Ms. Peggy Thomas; Dr. David Woodburn

REGENTS ABSENT: Mr. Jay Barrett, Vice Chair

CAMPUS REPRESENTATIVES PRESENT:

CAMPUS REPRESENTATIVES ABSENT: Ms. Sara Pesina, Representative for the Hereford Hinkson Memorial Campus; Ms. Ronda Crow, 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; Ms. Cara Crowley, Vice President of Strategic Initiatives; Ms. Cheryl Jones, Vice President of Human Resources; Dr. Russell Lowery-Hart, President; Mr. Chris Sharp, Vice President of Business Affairs; Mr. Joe Bill Sherrod, Vice President of Institutional Advancement; Ms. Denese Skinner, Vice President of Student Affairs; and Mr. Mark White, Executive Vice President and Director of Athletics

Ms. Tina Babb – Director of Institutional Effectiveness, SACSCOC Liaison
Mr. Cody Balzen – Senior Transportation Planner, City of Amarillo
Ms. Becky Burton – Associate Vice President of Academic Services
Ms. Tiffani Crosley – Associate Vice President of Business Affairs
Ms. Becky Easton – Dean of Liberal Arts
Mr. Andrew Freeman – Assistant City Manager
Ms. Rylee Moore – Editor-in-Chief of The Ranger Newspaper
Ms. Jeanette Nelson – Budget Manager
Mr. Jesse Pfrimmer – Community Member
Ms. Laura Geiger – Administrative Clerk, President's Office
Dr. Lori Petty – Director of Center for Teaching & Learning
Ms. Amy Pifer – Director of First Year Seminar
Ms. Martha Sells – Community Member
Mr. Danny Smith – Master Plan Program Manager
Dr. Frank Sobey – Associate Vice President of Academic Affairs
Ms. Toni Van Dyke – Exec. Asst., President's Office/Asst. Sec. to the Board of Regents
Mr. Joe Wyatt – Communication Content Producer

SPECIAL BOARD MEETING

The Regular Meeting was called to order at 4:04 pm by Ms. Anette Carlisle, Board of Regents. She welcomed those in attendance. A quorum was present.

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

One member of the public commented.

APPROVAL OF THE PROPOSED TAX RATE FOR 2022

In accordance with provisions of Section 26.06 of the Texas Property Tax Code, Amarillo College will publish a legal notice on August 22, 2022, stating that the no-new-revenue tax rate for the Amarillo Junior College District for 2022 be \$ 0.18914 per \$100 of assessed value. The voter-approved tax rate for the Amarillo Junior College District for 2022 published in the legal notice is \$ 0.24120 per \$100 of assessed value.

Section 26.05 of the Property Tax Code requires a taxing unit to hold one public hearing on a tax rate. The recommended tax rate is \$ 0.22323.

Dr. Woodburn moved that the proposed tax rate not exceed \$0.22323, which will effectively be a 18.02% increase in the tax rate.

Dr. Woodburn moved, seconded by Johnny Mize, to propose the tax rate of 0.22323. The motion carried unanimously.

DATE TO ADOPT THE TAX RATE FOR 2022 AND SCHEDULE A PUBLIC HEARING REGARDING THE TAX RATE FOR 2022 SET

The Board set the date to adopt the tax rate for August 31, 2022, and scheduled one public hearing regarding the tax rate for 2022.

Mr. Betancourt moved to set the date for the public hearing and adoption of the proposed tax rate for August 31, 2022, at 6:30 pm, on the Washington Street Campus, College Union Building, Second Floor, Palo Duro Room.

John Betancourt moved, seconded by Michele Fortunato, to set the date to adopt the tax rate for 2022 and scheduled a public hearing regarding the tax rate for August 31, 2022. The motion carried unanimously.

SACSCOC & QEP UPDATE

Ms. Babb reported the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) on-site reaffirmation visit is scheduled for September 19-22, 2022. The SACSCOC on-site committee will select several Board members to interview. The official reaffirmation will be effective in June 2023.

Ms. Pifer reported on the Quality Enhancement Plan (QEP.) The plan is connected to the Strategic Plan's completion rate. The QEP goal is to increase the first-time in college student (FTIC) retention rate to seventy-five percent by 2025. Smart Start to Finish is the Quality Enhancement Plan's name. The QEP community reviewed the onboarding and first-year program, which included Success 360, Badger Beginnings, New Student Orientation, and the Learning Framework's Course. Added to the onboarding suite is Springboard, spring academic community on-campus showcase.

Minutes for the Amarillo College Board of Regents Special Meeting on August 16, 2022

Watermark's Student Success and Engagement (formerly known as Aviso) software system was purchased to help track student retention. Over 400 faculty/staff have been trained on how to use it. Additionally, six success coaches will be hired to do proactive outreach to keep students.

No action was taken on this item.

LEGISLATIVE SESSION

Dr. Lowery-Hart shared the important work Jay Barrett and Anette Carlisle have done and continue to do with the Community College Association of Trustees Committee. Dr. Lowery-Hart was in Washington, DC, recently meeting with the legislative representative. He is hopeful that many federal grants will focus on community colleges.

Dr. Lowery-Hart is on the Board of Directors for the American Association of Community Colleges which provided him the opportunity to meet with the National Science Foundation and the Secretaries of Education and Labor.

No action was taken on this item.

TIRZ III

Mr. Andrew Freeman, Amarillo Assistant City Manager, discussed the possible opportunity for Amarillo College to enter into a TIRZ III agreement. The new proposed zone is off of I-27 and Loop 335. TIRZ III will be classified for commercial and agricultural development.

The highlights of TIRZ III

- 1,046 acres (less than TIRZ #1/1,165ac. And TIRZ #2/1,389ac.)
- 20-Year Term
- Taxing Entity Participation rates of 100% first 10 years, 50% for last 10 years
- Base Value: \$26 Million
- Expected Value: \$162 million by 2042
- 12-Year build-out, would produce approximately \$162 million in revenue over the life of the TIRZ

No action was taken on this item.

BUDGET WORKSHOP

The 2023 budget draft and updates were presented by Cheryl Jones, Vice President of Human Resources; Danny Smith, Master Plan Program Manager; Mark White, Executive Vice President and Director of Athletics; and Chris Sharp, Vice President of Business Affairs.

Cheryl Jones shared the faculty compensation plan. Faculty compensation is a highly complex process. Full-time faculty members on a 9-month base salary work roughly 180 days. Faculty pay increases if they teach summer classes, teach more than 15 hours per semester, rank and tenure, and/or take on a leadership role. Most faculty average between \$70,000-\$80,000 annually. The average gross wage was \$82,000, and the median wage was \$79,000. The salary data includes the 9-month base pay and additional stipends. AC is the only college to pay 100% summer parity pay. Additionally, AC is one of two colleges in the state of Texas that pays faculty for professional development.

Cheryl Jones reported Human Resources had filled 385 full-time/part-time positions since January of 2022. Additionally, over 150 employees have left the college, with some returning Ms. Jones proposed leveling employee pay for staff that make less than \$15.00 per hour. However, moving everyone up to \$15.00 requires additional payment adjustment for those who are currently making between \$15.00 - \$22.00 per hour. Currently, the lowest paid employee is \$11.03 per hour. The estimated cost to adjust the classified employee's pay is \$1,319,895.

Minutes for the Amarillo College Board of Regents Special Meeting on August 16, 2022

Danny Smith updated the Board on the 2019 bond projects. The bond was approved for 45 master plan projects. Three projects are completed, 15 projects are under construction or design, 4 projects are in phase II (ready to start design), 11 projects are in phase III, and 12 projects are in discussion. Mr. Smith presented the following Projects:

- College Union Building
- Carter Fitness
- Russell Hall/Enrollment Center
- Washington Street Campus - HVAC
- Innovation Outpost
- First Responder Academy
- ADA Project
- Paving Project

Mark White provided the following summary of athletics. The athletic program was approved in December 2020. Amarillo College joined the NJCAA in February 2021, hired coaches in August 2021, and became an official Under Armor branded college. Uniforms and facilities are in place for the start of the season. The first pep rally for the new athletic program is on August 24 at 11:30 am. The first cross-country meet is on August 26 in Snyder, Texas. The first Volleyball match is on September 14 against Frank Phillips College. The first conference baseball game is in February at Hodgetown. The year one cost was less than what was proposed and budgeted. The estimated cost for years two and three is also less than initially proposed.

The Amarillo College Foundation will fund three-year athletic scholarships as a recruitment tool. To play sports at Amarillo College, a student must be a full-time student. This has helped make available scholarships that are reserved for full-time students. No scholarship money was denied from other students.

Chris Sharp reviewed the 2023 budget proposal and CARES funds with the Regents. CARES funds were spent on:

ACPD Radios	Student Debt Payoff
Chaplin	SimCentral
Earn & Learn	Student Tutoring
Employee Training	Technical Dual Credit
Family & Employee Scholarships	Vehicles for Law Enforcement
Green Light Program	T-Mobile for Student Cellphones
Phone System Updates	

Mr. Sharp explained that the proposed budget is higher than the previous year due to bond projects and inflation. The increase in the contingency fund is due to CARES Funds, and the increase in the other fund is due to the increased utility cost. Now that Covid has settled down, travel conferences are being held in person again, causing the travel funds to increase but not to pre-Covid numbers.

Chris Sharp proposed offering two one-time stipends of \$2,000 each to all full-time employees. The first stipend would pay out in November 2022 to help with inflation costs. The second stipend would pay out in June 2023 as a retention stipend. CARES funds would cover the cost of the one-time stipends. Additionally, he proposed a 3% raise for employees that would be effective on January 2023 and a merit stipend for high performing employees.

No action will be taken on this item.

APPROVAL OF BRANCH CAMPUS COMMUNITY REPRESENTATIVE TO THE BOARD OF REGENTS FOR A THREE-YEAR TERM

This was placed on the agenda in order for the Board of Regents to deliberate the appointment for a three-year term of a non-voting representative to the Board who resides in Moore County.

Ms. Fortunato reported that the Nominating Committee met last month and is recommending Ms. Kathie Fuston, Moore County Hospital District Human Resources Director and Moore County Health Foundation Executive Director, as the new Moore County Campus Community Representative to the Board of Regents. Ms. Fuston's three-year term will begin on August 31, 2022, and end on August 31, 2025.

Michele Fortunato moved, on behalf of the nominating committee, to appoint Kathie Fuston to the Board for a three-year term as a non-voting representative to the Board who resides in Moore County. No second was required for this motion coming from the committee.

ADJOURNMENT

There being no further items for discussion the meeting adjourned at 8:04 pm.

Sally Jennings, Secretary