

PUBLIC NOTICE OF MEETING
AMARILLO COLLEGE BOARD OF REGENTS
AGENDA FOR REGULAR MEETING
COLLEGE UNION BUILDING – 2ND FLOOR, PALO DURO ROOM
AMARILLO COLLEGE – WASHINGTON STREET CAMPUS
November 27, 2018
6:45 p.m.

Notice is hereby given that a regular meeting of the Amarillo College Board of Regents of the Amarillo Junior College District will be held beginning at 6:45 p.m. on Tuesday, November 27, 2018, in the Palo Duro Room, College Union Building – 2nd floor, on the Washington Street Campus, 2201 S. Washington Street, Amarillo, Texas.

The subjects to be discussed, considered, or upon which any formal action may be taken are as follows:

	<u>Page</u>
1. CALL TO ORDER	1
2. WELCOME	1
3. PUBLIC COMMENTS	1
4. FACULTY RECOGNITION.....	1
5. MINUTES.....	1
6. CONSENT AGENDA.....	1, 4
A. Appointments.....	1
B. Budget Amendments.....	1, 4
7. APPROVAL OF BOARD OF REGENTS POLICY MANUAL	2
REVISIONS OF SECTION E	
8. INDEPENDENT AUDIT REPORT FOR 2017-2018	2
9. REQUEST FOR PROPOSAL NO. 1341 – FURNISHING AND INSTALLATION.....	2, 5
OF FLOORING, AMARILLO COLLEGE, EAST CAMPUS HOUSING	
10. REQUEST FOR STATEMENT OF QUALIFICATIONS NO. 1342 -.....	2
CONSTRUCTION MANAGER-AT-RISK, AMARILLO COLLEGE, WARE STUDENT COMMONS BASEMENT REMODEL	
11. RURAL NURSING EDUCATION CONSORTIUM.....	2-3
12. APPROVAL FOR PURCHASE OF CRM (CONSTITUENT RELATIONSHIP	3, 6
MANAGEMENT) SOFTWARE SYSTEM	
13. FINANCIAL REPORT	3, 7-17
14. CLOSED MEETING	3
15. ADJOURNMENT.....	3

If during the course of the meeting, any discussion of any item on the agenda or any other permitted matter(s) should be held in closed meeting, the Board will convene in such closed meeting in accordance with the applicable section of the Texas Government Code, Title 5, Chapter 551 et seq.

Agenda for the Amarillo College Board of Regents Regular Meeting on Nov. 27, 2018

Mission:

Enriching the lives of our students and community by helping learners identify and achieve their educational goals

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The subjects to be discussed, considered, or upon which any formal action may be taken are as follows:

1. CALL TO ORDER

2. WELCOME

3. PUBLIC COMMENTS

4. FACULTY RECOGNITION

Karen White, Associate Professor Mathematics, will be recognized for receiving the Outstanding Impact by an Individual Award presented by Quality Matters, a nationally noted quality-assurance organization. She received this award “for greatly improving the online environment for students.”

5. MINUTES

Minutes of the regular meeting of October 23, 2018 have been provided to the Regents.

After discussion, the Board may wish to approve these minutes.

6. CONSENT AGENDA

A. APPOINTMENTS

Faculty

Administrators

O’Daniel, Sherri L. – Coordinator of Disability Services

Effective Date: October 22, 2018

Salary: \$60,000/year, 12 months, full-time

Qualifications: Master’s Degree

Experience: More than 20 years related experience in education

Replacement for: Dennis Sarine

Bio: Ms. O’Daniel earned her Bachelor of Science and her Master of Education from West Texas A&M University. Her work experience includes the following positions with AISD: PPCD Teacher, Educational Diagnostician, Coordinated Services Specialist, Third Grade Teacher, TAKS support Teacher, and Elementary Resource Teacher.

B. BUDGET AMENDMENTS

The Budget Amendments for approval by the Board are attached at page 4.

After discussion, the Board may wish to approve the Consent Agenda.

Agenda for the Amarillo College Board of Regents Regular Meeting on Nov. 27, 2018

7. APPROVAL OF BOARD OF REGENTS POLICY MANUAL REVISIONS OF SECTION E

This item is placed on the agenda in order for the Board of Regents to consider approval and adoption of the revisions made to Section E of the Board of Regents Policy Manual. The revisions are contained in the materials provided.

After discussion, the Board of Regents may wish to approve and adopt Section E of the Board of Regents Policy Manual.

8. INDEPENDENT AUDIT REPORT FOR 2017-2018

Representatives from Connor, McMillon, Mitchell & Shennum, PLLC will be present at the Board meeting to present the regular audit report for the fiscal year ending August 31, 2018. Copies of the audit will be provided to the Board of Regents.

After discussion, the Board may wish to approve the audit report.

9. REQUEST FOR PROPOSAL NO. 1341 – FURNISHING AND INSTALLATION OF FLOORING, AMARILLO COLLEGE, EAST CAMPUS HOUSING

RFP No. 1341, for the furnishing and installation of flooring for Amarillo College, East Campus housing, was advertised in the paper. Project documents were obtained by three (3) contractors with two (2) contractors submitting proposals. A tabulation of the proposals received is attached at page 5.

Approval of the award being granted to Casey Carpet One, the low proposer to the specifications, in the amount of \$13.68 per square yard for carpet, and \$24.21 per square yard for vinyl plank flooring is requested.

Funds for the project are available in the 2018-2019 East Campus housing budget.

After discussion, the Board may wish to approve RFP No. 1341 – Furnishing and Installation of Flooring, Amarillo College, East Campus Housing.

10. REQUEST FOR STATEMENT OF QUALIFICATIONS NO. 1342 - CONSTRUCTION MANAGER-AT-RISK, AMARILLO COLLEGE, WARE STUDENT COMMONS BASEMENT REMODEL

RFQ No. 1342, for selecting a Construction Manager-At-Risk, Amarillo College, Ware Student Commons Basement Remodel, was advertised in the newspaper. RFQ packages were received by seven (7) firms with four (4) firms providing qualification statements.

Four firms were selected by the Selection Committee to be interviewed. Information on these firms will be provided, and a recommendation will be made to the Board of Regents by the Selection Committee based on qualifications and best value to Amarillo College.

Funds are available from Amarillo College reserves.

After discussion, the Board may wish to award RFQ No. 1342 to Plains Builders, Construction Manager-At-Risk, Amarillo College, Ware Student Commons Basement Remodel.

11. RURAL NURSING EDUCATION CONSORTIUM

This item is placed on the agenda in order for the Board of Regents to discuss the formation of, joining and participation in the proposed Rural Nursing Education Consortium (RNEC) between Amarillo Junior College District, Frank Phillips College, Golden Plains Community Hospital, Coon Memorial Hospital, Hereford Regional Medical Center, Moore County Hospital District and

Agenda for the Amarillo College Board of Regents Regular Meeting on Nov. 27, 2018

Ochiltree General Hospital. The proposed agreement between these parties will be provided with the Board materials. After discussion, the Board may wish to approve the agreement and authorize the College President to sign it.

After discussion, the Board may wish to approve the RNEC Agreement.

12. APPROVAL FOR PURCHASE OF CRM (CONSTITUENT RELATIONSHIP MANAGEMENT) SOFTWARE SYSTEM

Amarillo College requests approval to purchase and implement a CRM software system. Pending approval from the US Department of Education, Title V program funds, will underwrite the purchase of the CRM software system. If costs for the CRM exceed available grant funds, AC institutional funds will fund any remaining expense. More information is provided in the document attached at page 6.

After discussion, the Board may wish to approve the purchase of the CRM Software System.

13. FINANCIAL REPORT

The financial statements as of October 31, 2018 are attached at pages 7 through 17.

After discussion the Board may wish to accept the financial reports.

14. CLOSED MEETING

This item is placed on the agenda in order for the Board of Regents to deliberate the evaluation of the college President pursuant to Section 551.074, Texas Government Code and do deliberate the purchase, exchange, lease, or value of real property pursuant to Section 551.072, Texas Government Code. No final decision, action, or vote will be taken.

If during the course of the meeting, any discussion of any item on the agenda or any other permitted matter(s) should be held in closed meeting, the Board will convene in such closed meeting in accordance with the applicable section of the Texas Government Code, Title 5, Chapter 551 et seq.

15. ADJOURNMENT

NOTE: The Board of Regents will have dinner at 5:15 p.m. in the College Union Building, Room 208, on the Amarillo College Washington Street Campus, 2201 South Washington Street. A status update will begin at 5:45 p.m. The regular meeting will begin at 6:45 p.m.

**AMARILLO COLLEGE
BUDGET AMENDMENTS
November 27, 2018**

- 1. Registrar – transfer of funds to cover expenses of technology services provider contract.**

Increase Registrar’s Office – Other Pool	\$25,000.00
Decrease General Contingency – Other Pool	(\$25,000.00)

- 2. Customer Services – transfer of funds to cover expenses of salary.**

Increase Customer Services – Appointed Personnel Pool	\$69,273.70
Decrease Outreach Services – Appointed Personnel Pool	(\$69,273.70)

- 3. Vice President of Academic Affairs – transfer of funds to cover expenses of lab school.**

Increase Child Care Center – Capital Equipment Pool	\$10,014.00
Decrease Vice President of Academic Affairs – Capital Equipment Pool	(\$10,014.00)

Agenda for the Amarillo College Board of Regents Regular Meeting on Nov. 27, 2018

Furnishing and Installation of Flooring, East Campus Housing		
For		
Amarillo College		
Amarillo, Texas		
Proposal Number 1341		
October 18, 2018, 10:00 am		
Contractor	Carpet Base Proposal	Vinyl Plank Flooring Proposal
Quality Carpet & Flooring, Inc	\$14.44 per square yard	\$31.59 per square yard
Casey Carpet One	\$13.68 per square yard	\$24.21 per square yard

Agenda for the Amarillo College Board of Regents Regular Meeting on Nov. 27, 2018

Initiative: CRM (Constituent Relationship Management) Software System

Cost: Not to exceed \$50,000 from Title V funds

Funded By: US Department of Title V project, Award # P031S150029

Amarillo College requests approval to purchase and implement a CRM software system. Pending approval from the US Department of Education, Title V program funds, will underwrite the purchase of the CRM software system. If costs for the CRM exceed available grant funds, AC institutional funds will fund any remaining expense.

In year 3 of the Title V project, grant funds supported SWIM Digital contractual expenses. SWIM Digital evaluated AC process and procedures, determining effectiveness of student onboarding. Based on SWIM Digital recommendations, AC plans to implement a CRM software system.

A CRM software system is a personalized communications system that builds relationships with AC students. Within the CRM, AC has the ability to use data analytics to drive our student onboarding activities, student engagement activities, and create a workflow system that supports our students from their enrollment to their graduation. One of the true benefits of a CRM is its ability to use analytics to match students with student success resources, programs, and advising specific to them and their needs.

Agenda for the Amarillo College Board of Regents Regular Meeting on Nov. 27, 2018

AMARILLO COLLEGE				
INTERNAL UNAUDITED STATEMENT OF NET POSITION				
FISCAL YEAR 2019 THROUGH OCTOBER 31, 2018				
	Oct-17	Aug-18	Sep-18	Oct-18
ASSETS				
CURRENT ASSETS				
Cash & Equivalents	\$ 6,394,288	\$ 9,172,966	\$ 8,798,308	\$ 6,374,853
Short-Term Investments	\$ 19,975,712	\$ 20,215,266	\$ 20,240,411	\$ 20,255,804
Receivables	\$ 28,837,629	\$ 10,539,603	\$ 33,993,064	\$ 32,069,640
Inventory	\$ 1,258,494	\$ 1,156,326	\$ 1,313,645	\$ 1,135,358
Prepaid Expenses and Other Assets	\$ 206,596	\$ 739,909	\$ 197,917	\$ 196,114
Total Current Assets	\$ 56,672,720	\$ 41,824,070	\$ 64,543,345	\$ 60,031,769
NON CURRENT ASSETS				
Restricted Cash and Cash Equivalents	\$ 1,744,905	\$ 3,184,403	\$ 3,156,991	\$ 3,433,442
Restricted Investments	\$ 10,232,253	\$ 10,340,878	\$ 10,326,766	\$ 9,424,815
Endowments	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000
Property & Equipment	\$ 127,473,152	\$ 126,590,373	\$ 126,142,254	\$ 125,755,412
Total Non Current Assets	\$ 141,950,310	\$ 142,615,654	\$ 142,126,010	\$ 141,113,669
TOTAL ASSETS	\$ 198,623,030	\$ 184,439,723	\$ 206,669,355	\$ 201,145,438
DEFERRED OUTFLOWS OF RESOURCES				
Deferred Outflows on Net Pension Liability	\$ 3,524,380	\$ 2,340,372	\$ 2,340,372	\$ 2,340,372
Deferred Outflows related to OPEB	\$ -	\$ 2,015,167	\$ 2,015,167	\$ 2,015,167
Deferred Charge on Refunding	\$ 2,122,970	\$ 1,910,673	\$ 1,910,673	\$ 1,910,673
TOTAL DEFERRED OUTFLOWS	\$ 5,647,350	\$ 6,266,212	\$ 6,266,212	\$ 6,266,212

Agenda for the Amarillo College Board of Regents Regular Meeting on Nov. 27, 2018

AMARILLO COLLEGE				
INTERNAL UNAUDITED STATEMENT OF NET POSITION (Page 2)				
FISCAL YEAR 2019 THROUGH OCTOBER 31, 2018				
	Oct-17	Aug-18	Sep-18	Oct-18
LIABILITIES AND NET POSITION				
CURRENT LIABILITIES				
Payables	\$ 564,664	\$ 1,191,761	\$ 1,077,163	\$ 467,698
Accrued Compensable Absences - Current	\$ 380,890	\$ 418,222	\$ 418,222	\$ 418,222
Funds Held for Others	\$ 6,213,106	\$ 5,563,310	\$ 5,544,118	\$ 5,554,147
Unearned Revenues	\$ 21,691,279	\$ 10,883,781	\$ 26,033,499	\$ 23,666,402
Bonds Payable - Current Portion	\$ 3,365,000	\$ 3,585,000	\$ 3,585,000	\$ 3,585,000
Notes Payable - Current Portion	\$ -	\$ 500,000	\$ 500,000	\$ 500,000
Capital Lease Payable	\$ 22,873	\$ 23,708	\$ 23,708	\$ 23,708
Retainage Payable	\$ -	\$ 15,472	\$ 15,472	\$ 24,717
Total Current Liabilities	\$ 32,237,811	\$ 22,181,254	\$ 37,197,183	\$ 34,239,895
NON CURRENT LIABILITIES				
Accrued Compensable Absences - Long Term	\$ 694,472	\$ 769,212	\$ 769,212	\$ 769,212
Deposits Payable	\$ 145,975	\$ 152,281	\$ 152,081	\$ 149,656
Bonds Payable	\$ 59,100,000	\$ 55,515,000	\$ 55,515,000	\$ 55,515,000
Notes Payable	\$ -	\$ 1,017,033	\$ 1,021,596	\$ 1,026,310
Capital Lease Payable - LT	\$ 23,708	\$ -	\$ -	\$ -
Unamortized Debt Premium	\$ 2,969,627	\$ 2,710,032	\$ 2,710,032	\$ 2,710,032
Net Pension Liability	\$ 13,430,302	\$ 10,237,600	\$ 10,237,600	\$ 10,237,600
Net OPEB Liability	\$ -	\$ 71,519,923	\$ 71,519,923	\$ 71,519,923
Total Non Current Liabilities	\$ 76,364,083	\$ 141,921,081	\$ 141,925,444	\$ 141,927,733
TOTAL LIABILITIES	\$ 108,601,895	\$ 164,102,335	\$ 179,122,626	\$ 176,167,628
Deferred Inflows				
Deferred Inflows of Resources	\$ 2,821,593	\$ 4,313,522	\$ 4,313,522	\$ 4,313,522
Deferred Inflows related to OPEB	\$ -	\$ 15,813,398	\$ 15,813,398	\$ 15,813,398
TOTAL DEFERRED INFLOWS	\$ 2,821,593	\$ 20,126,920	\$ 20,126,920	\$ 20,126,920
NET POSITION				
Capital Assets				
Net Investment in Capital Assets	\$ 63,718,180	\$ 66,097,781	\$ 65,671,856	\$ 65,285,014
Restricted				
Non Expendable: Endowment - True	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000
Expendable: Capital Projects	\$ 386,800	\$ 289,484	\$ 386,800	\$ 386,800
Expendable: Debt Service	\$ 2,692,130	\$ 2,858,088	\$ 3,317,340	\$ 3,774,609
Other, Primary Donor Restrictions	\$ 6,243,899	\$ 6,555,627	\$ 6,824,455	\$ 7,010,180
Unrestricted				
Unrestricted	\$ 17,305,883	\$ (71,824,299)	\$ (65,014,431)	\$ (67,839,501)
TOTAL NET POSITION	\$ 92,846,892	\$ 6,476,681	\$ 13,686,021	\$ 11,117,102

Agenda for the Amarillo College Board of Regents Regular Meeting on Nov. 27, 2018

AMARILLO COLLEGE					
INTERNAL UNAUDITED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION					
FISCAL YEAR 2019 THROUGH OCTOBER 31, 2018					
	2018	2018	2019	2019	2019
	Oct-17	Fiscal 2018	Sep-18	Oct-18	Fiscal 2019 YTD
OPERATING REVENUES					
Tuition and Fees	\$ 186,076	\$ 14,416,528	\$ 9,481,860	\$ 233,755	\$ 9,715,615
Federal Grants and Contracts	\$ 151,474	\$ 5,942,163	\$ 143	\$ 122,939	\$ 123,082
State Grants and Contracts	\$ 423,027	\$ 2,074,001	\$ 1,131,375	\$ 283,027	\$ 1,414,402
Local Grants and Contracts	\$ 24,518	\$ 1,981,312	\$ 191,886	\$ 193,454	\$ 385,340
Nongovernmental grants and contracts	\$ 26,549	\$ 1,521,592	\$ 418,482	\$ 25,977	\$ 444,459
Sales and Services of Educational Activities	\$ (409,252)	\$ 505,550	\$ 34,716	\$ 35,973	\$ 70,690
Auxiliary Enterprises (net of discounts)	\$ 810,554	\$ 5,561,365	\$ 356,682	\$ 481,412	\$ 838,094
Other Operating Revenues	\$ 839,913	\$ 1,988,038	\$ 615,020	\$ 635,512	\$ 1,250,532
Total Operating Revenues	\$ 2,052,859	\$ 33,990,548	\$ 12,230,166	\$ 2,012,049	\$ 14,242,214
NON OPERATING REVENUES					
State Appropriations	\$ 1,123,594	\$ 21,393,766	\$ 1,126,511	\$ 1,126,511	\$ 2,253,022
Taxes for maintenance and operations	\$ 1,631,562	\$ 19,433,980	\$ 1,766,878	\$ 1,765,049	\$ 3,531,928
Taxes for general obligation bonds	\$ 534,343	\$ 6,412,262	\$ 455,465	\$ 454,172	\$ 909,637
Federal revenue, non-operating	\$ 524,263	\$ 16,797,368	\$ (8,838)	\$ 492,312	\$ 483,474
Gifts	\$ -	\$ 157,963	\$ -	\$ 52,026	\$ 52,026
Investment Income	\$ 63,598	\$ 931,258	\$ 10,845	\$ (254,120)	\$ (243,274)
Interest on Capital Debt	\$ (1,000)	\$ (2,191,051)	\$ (67,300)	\$ (1,000)	\$ (68,300)
Loss on Disposal of Fixed Assets	\$ -	\$ 120,126	\$ -	\$ -	\$ -
Total Non Operating Revenues	\$ 3,876,359	\$ 63,055,674	\$ 3,283,561	\$ 3,634,951	\$ 6,918,512
TOTAL REVENUE	\$ 5,929,218	\$ 97,046,221	\$ 15,513,727	\$ 5,646,999	\$ 21,160,726

Agenda for the Amarillo College Board of Regents Regular Meeting on Nov. 27, 2018

AMARILLO COLLEGE					
INTERNAL UNAUDITED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION (Page 2)					
FISCAL YEAR 2019 THROUGH OCTOBER 31, 2018					
	2018	2018	2019	2019	2019
	Oct-17	Fiscal 2018	Sep-18	Oct-18	Fiscal 2019 YTD
OPERATING EXPENSES					
Cost of Sales	\$ 125,255	\$ 2,707,259	\$ 48,241	\$ -	\$ 48,241
Salary, Wages & Benefits				\$ -	
Administrators	\$ 439,551	\$ 5,334,680	\$ 459,346	\$ 472,202	\$ 931,548
Classified	\$ 1,079,966	\$ 15,402,153	\$ 1,066,028	\$ 1,237,860	\$ 2,303,888
Faculty	\$ 1,628,350	\$ 18,763,169	\$ 1,435,819	\$ 1,654,702	\$ 3,090,521
Student Salary	\$ 70,245	\$ 922,058	\$ 53,151	\$ 68,152	\$ 121,303
Temporary (Contract) Labor	\$ 42,387	\$ 281,698	\$ 3,440	\$ 14,576	\$ 18,016
Employee Benefits	\$ 872,033	\$ 17,497,555	\$ 1,107,309	\$ 999,740	\$ 2,107,048
Dept Operating Expenses					
Professional Fees	\$ 818,121	\$ 3,366,569	\$ 659,457	\$ 733,504	\$ 1,392,961
Supplies	\$ 261,518	\$ 3,370,615	\$ 111,228	\$ 391,635	\$ 502,863
Travel	\$ 108,868	\$ 907,208	\$ 16,259	\$ 63,635	\$ 79,894
Property Insurance	\$ 255,909	\$ 307,711	\$ 477,766	\$ (19)	\$ 477,747
Liability Insurance	\$ 5,865	\$ 128,065	\$ 61,288	\$ -	\$ 61,288
Maintenance & Repairs	\$ 273,668	\$ 2,455,773	\$ 977,304	\$ 617,716	\$ 1,595,020
Utilities	\$ 175,035	\$ 1,874,750	\$ 24,752	\$ 153,437	\$ 178,189
Scholarships & Fin Aid	\$ 401,806	\$ 10,458,100	\$ 488,886	\$ 951,786	\$ 1,440,672
Advertising	\$ 55,364	\$ 468,284	\$ 108,330	\$ 47,914	\$ 156,244
Lease/Rentals	\$ 22,714	\$ 280,663	\$ (1,537)	\$ 36,737	\$ 35,200
Interest Expense	\$ -	\$ 18,734	\$ 4,563	\$ 4,715	\$ 9,277
Depreciation	\$ 487,554	\$ 5,821,878	\$ 480,305	\$ 480,309	\$ 960,614
Memberships	\$ 16,767	\$ 127,064	\$ 40,373	\$ 23,110	\$ 63,483
Property Taxes	\$ -	\$ 224,708	\$ -	\$ -	\$ -
Institutional Support	\$ 65,110	\$ 370,162	\$ 33,862	\$ 45,791	\$ 79,653
Other Miscellaneous Disbursements	\$ 121,455	\$ 1,313,299	\$ 200,723	\$ 102,107	\$ 302,830
Misc Expenses	\$ -	\$ -	\$ -	\$ 500	\$ 500
Capital Expenses - Less than \$1000					
Land and Improvements	\$ -	\$ -	\$ -	\$ -	\$ -
Buildings	\$ -	\$ -	\$ -	\$ -	\$ -
Audio/Visual Equipment	\$ -	\$ 16,868	\$ -	\$ -	\$ -
Classroom Equipment	\$ 18,469	\$ 187,812	\$ -	\$ 16,736	\$ 16,736
Computer Related	\$ 92,114	\$ 793,467	\$ 1,998	\$ 26,566	\$ 28,564
Maintenance & Grounds	\$ -	\$ 6,717	\$ -	\$ -	\$ -
Office Equipment & Furnishing	\$ -	\$ 11,959	\$ -	\$ 11,902	\$ 11,902
Television Station Equipment	\$ -	\$ 18,852	\$ -	\$ -	\$ -
Vehicles	\$ -	\$ 2,389	\$ -	\$ -	\$ -
Other Sources					
Disposal Gain (Loss)	\$ -	\$ 340,525	\$ -	\$ -	\$ -
Interfund Transfers	\$ (20,089)	\$ -	\$ (17,458)	\$ (18,840)	\$ (36,299)
TOTAL EXPENSE	\$ 7,418,033	\$ 93,780,743	\$ 7,841,432	\$ 8,136,469	\$ 15,977,901
CHANGE IN NET POSITION	\$ (1,488,814)	\$ 3,265,478	\$ 7,672,295	\$ (2,489,470)	\$ 5,182,825

Agenda for the Amarillo College Board of Regents Regular Meeting on Nov. 27, 2018

AMARILLO COLLEGE					
INTERNAL UNAUDITED STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION (Page 3)					
FISCAL YEAR 2019 THROUGH OCTOBER 31, 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	\$ 25,683	\$ 803,973	\$ 34,820	\$ -	\$ 34,820
Computer Related	\$ 313	\$ 350,177	\$ -	\$ -	\$ -
Library Books	\$ -	\$ 44,639	\$ -	\$ (33)	\$ (33)
Maintenance & Grounds	\$ -	\$ 21,200	\$ -	\$ -	\$ -
Office Equipment & Furnishing	\$ -	\$ 58,358	\$ -	\$ -	\$ -
Television Station Equipment	\$ -	\$ 27,192	\$ -	\$ -	\$ -
Vehicles	\$ 30,887	\$ 95,598	\$ -	\$ -	\$ -
Donations	\$ -	\$ 36,500	\$ -	\$ -	\$ -
TOTAL CAPITALIZED EXPENDITURES	\$ 56,882	\$ 3,790,015	\$ 34,820	\$ (33)	\$ 34,787

Agenda for the Amarillo College Board of Regents Regular Meeting on Nov. 27, 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 OCTOBER 31, 2018							
	Oct-18	COMPARED Oct-17		COMPARED Fiscal 2017		COMPARED 2018 Budget	
OPERATING REVENUES							
Tuition and Fees	\$ 9,621,257	\$ 9,763,412		\$ 22,530,014		\$ 22,767,620	
Federal Grants and Contracts	\$ 3,698	\$ 3,761		\$ 137,455		\$ 138,000	
State Grants and Contracts	\$ 6,761	\$ 1,218		\$ 53,673		\$ 120,000	
Local Grants and Contracts	\$ 374,257	\$ 34,604		\$ 1,967,853		\$ 2,020,388	
Nongovernmental grants and contracts	\$ 30,764	\$ 25,349		\$ 271,108		\$ 247,000	
Sales and Services of Educational Activities	\$ 70,690	\$ 89,841		\$ 505,550		\$ 519,560	
Auxiliary Enterprises (net of discounts)	\$ 838,094	\$ 854,051		\$ 5,561,365		\$ 6,381,900	
Other Operating Revenues	\$ 141,508	\$ 1,201,892		\$ 1,256,980		\$ 6,673	
Total Operating Revenues	\$ 11,087,028	\$ 11,974,127	93%	\$ 32,283,998	34%	\$ 32,201,141	34%
NON OPERATING REVENUES							
State Appropriations	\$ 2,253,022	\$ 2,247,188		\$ 13,510,994		\$ 13,518,127	
Taxes for maintenance and operations	\$ 3,531,928	\$ 3,255,259		\$ 19,433,980		\$ 20,863,771	
Taxes for general obligation bonds	\$ -	\$ 3,264		\$ -		\$ 5,345,494	
Federal revenue, non-operating	\$ 3,473	\$ -		\$ 49,688		\$ 55,000	
Gifts	\$ 52,026	\$ 9,561		\$ 157,963		\$ 30,000	
Investment Income	\$ 30,354	\$ -		\$ 409,578		\$ 240,000	
Loss on Disposal of Fixed Assets	\$ -	\$ -		\$ (22,194)			
Fund Allocation	\$ -	\$ -		\$ -		\$ 144,428	
Total Non Operating Revenues	\$ 5,870,803	\$ 5,515,273	106%	\$ 33,540,010	18%	\$ 40,196,820	15%
TOTAL REVENUE	\$ 16,957,831	\$ 17,489,400	97%	\$ 65,824,007	26%	\$ 72,397,960	23%

Agenda for the Amarillo College Board of Regents Regular Meeting on Nov. 27, 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								
FISCAL YEAR 2019 THROUGH OCTOBER 31, 2018								
			COMPARED		COMPARED	COMPARED		
	\$	43,403.0	\$ 43,038.0	Fiscal 2017		2018 Budget		
Cost of Sales	\$	302,644	\$ 142,695	\$ 2,707,259		\$ 2,920,000		
Salary, Wages & Benefits								
Administrators	\$	881,545	\$ 833,945	\$ 5,060,961		\$ 5,452,396		
Classified	\$	2,121,015	\$ 2,103,756	\$ 14,322,525		\$ 14,977,627		
Faculty	\$	3,005,883	\$ 2,909,872	\$ 18,145,357		\$ 18,219,096		
Student Salary	\$	51,595	\$ 67,288	\$ 624,979		\$ 627,409		
Temporary (Contract) Labor	\$	16,016	\$ 34,013	\$ 109,111		\$ 118,160		
Employee Benefits	\$	2,034,888	\$ 1,888,049	\$ 7,832,921		\$ 8,685,814		
Dept Operating Expenses								
Professional Fees	\$	475,559	\$ 473,306	\$ 1,741,176		\$ 1,637,852		
Supplies	\$	363,808	\$ 322,097	\$ 2,451,948		\$ 2,218,748		
Travel	\$	14,217	\$ 96,451	\$ 664,736		\$ 759,156		
Property Insurance	\$	477,747	\$ 261,642	\$ 302,798		\$ 412,241		
Liability Insurance	\$	61,288	\$ 14,517	\$ 128,065		\$ 112,891		
Maintenance & Repairs	\$	1,561,785	\$ 1,443,721	\$ 2,361,660		\$ 2,622,044		
Utilities	\$	178,189	\$ 182,659	\$ 1,874,149		\$ 1,870,200		
Scholarships & Fin Aid	\$	1,083	\$ 907	\$ 304,076		\$ 173,939		
Advertising	\$	151,917	\$ 98,374	\$ 425,761		\$ 354,500		
Lease/Rentals	\$	25,436	\$ 26,926	\$ 242,737		\$ 247,744		
Interest Expense	\$	-	\$ (1,430)	\$ 1,700		\$ -		
Depreciation	\$	-	\$ -	\$ -		\$ 130,113		
Memberships	\$	62,228	\$ 56,876	\$ 124,600		\$ 225,000		
Property Taxes	\$	-	\$ -	\$ 224,708		\$ 679,885		
Institutional Support	\$	76,575	\$ 61,145	\$ 311,464		\$ 32,550		
Other Miscellaneous Disbursements	\$	302,821	\$ 237,883	\$ 1,313,115		\$ 1,608,030		
Misc Expense	\$	500	\$ -	\$ -		\$ -		
Capital Expenses - All								
Land and Improvements	\$	-	\$ -	\$ -		\$ -		
Buildings	\$	300,245	\$ 193,502	\$ 899,386		\$ 1,000,000		
Audio/Visual Equipment	\$	-	\$ 10,173	\$ 35,299		\$ -		
Classroom Equipment	\$	-	\$ 10,288	\$ 283,151		\$ 170,000		
Computer Related	\$	49,348	\$ 22,004	\$ 849,180		\$ 730,000		
Library Book	\$	-	\$ 3,063	\$ 44,639		\$ 30,000		
Maintenance & Grounds	\$	11,869	\$ -	\$ 27,917		\$ 30,000		
Office Equipment & Furnishing	\$	-	\$ -	\$ 67,271		\$ 25,000		
Television Station Equipment	\$	-	\$ -	\$ 2,463		\$ -		
Vehicles	\$	-	\$ -	\$ 41,526		\$ 100,000		
Donations	\$	-	\$ 30,887	\$ 36,500		\$ -		
Other Sources								
Disposal (Gain) Loss	\$	-	\$ -	\$ -		\$ -		
Interfund Transfers	\$	31,001	\$ 27,672	\$ 674,734		\$ 542,471		
Bond Payments	\$	-	\$ -	\$ -		\$ 5,685,094		
TOTAL EXPENSE	\$	12,559,202	\$ 11,552,279	109%	\$ 64,237,873	20%	\$ 72,397,960	17%
CHANGE IN NET POSITION	\$	4,398,629	\$ 5,937,121	74%	\$ 1,586,134		\$ -	

Agenda for the Amarillo College Board of Regents Regular Meeting on Nov. 27, 2018

AMARILLO COLLEGE
Alterations and Improvements
Projects for Fiscal 2019
as of October 31, 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	41,169.74	57.00	In Progress	(21,226.74)	41,226.74		20,000.00			
2	Carter Fitness Center - Locker Rooms/Rest Rooms/Showers	145,000.00	-	650.00	In Progress	144,350.00	650.00	145,000.00				
3	Durrett Hall - Replacement of Exterior Doors	6,500.00	758.02	-	In Progress	5,741.98	758.02		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	758.02	-	In Progress	5,741.98	758.02		6,500.00			
6	Panhandle PBS (KACV-TV) - Bathroom and Hot Water Issue	75,000.00	-	-	Not Started	75,000.00	-	75,000.00				
		\$453,000.00	\$42,685.78	\$707.00		\$409,607.22	\$43,392.78	\$420,000.00	\$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	226,389.51	16,961.40	In Progress	(202,950.91)	243,350.91		40,400.00			
8	Allied Health - Flooring	50,000.00	-	-	Not Started	50,000.00	-	50,000.00				
		90,400.00	226,389.51	16,961.40		(152,950.91)	243,350.91	50,000.00	40,400.00	-	-	-

Agenda for the Amarillo College Board of Regents Regular Meeting on Nov. 27, 2018

Amarillo College				
Reserve Analysis FY 2019				
As Of 10/31/18				
	Balance as of	Current Fiscal	Ending	
Encumbered Prior to 8/31/18	08/31/2018	Year Activity	Balance	Explanation
Overlapping Purchase Orders	157,275	(58,521)	98,754	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	(58,521)	98,754	
Board Restricted				
Equipment Reserve	1,000,000		1,000,000	Set-up for equipment purchases required but not budgeted
Facility Reserve	2,500,000	(283,414)	2,216,586	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	(9,653)	1,205,347	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	(17,134)	1,623,767	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	(310,201)	9,406,779	
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	(368,722)	26,499,966	
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	