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

MINUTES APPROVED:

Ms. Fortunato moved, seconded by Mr. Forrester, that the minutes of the regular meeting of April 26, 2005 be approved. The motion carried unanimously.

EDUCATION REPORT – THE BOARD’S ROLE IN COLLEGE FUTURE DIRECTIONS:

Dr. Jones distributed a handout regarding the Board’s role in setting goals and future directions. It was compiled from various policy manuals, handbooks, and legal publications. The handout will be made a part of the official Board minutes and is attached at pages 171 through 173.

ORDER OF ANNEXATION APPROVED:

Attached at page 174 is an Order for Annexation of Territory to Amarillo Junior College District. The City of Amarillo has annexed 3 tracts of land lying adjacent to and adjoining the City of Amarillo, Texas. Maps and exhibits showing the areas are attached at pages 175 through 183. It was recommended that this territory be annexed to the Amarillo Junior College District.
ORDER OF ANNEXATION APPROVED Continued:

Mr. Nelson moved, seconded by Ms. Escajeda, to approve the aforementioned territory annexation. The motion carried unanimously.

CONSENT AGENDA APPROVED:

A. APPOINTMENTS:

Administrator

Esquivel, Daniel M. – Executive Director, Hereford Campus
Effective Date: May 2, 2005
Salary: $64,000 per year for 12 months full-time
Qualifications: M.B.A., West Texas A&M University, Canyon, Texas
B.B.A., West Texas A&M University, Canyon, Texas
Experience: 10 years related work

Bio: Daniel M. Esquivel is a native of Hereford, graduating from Hereford High School prior to earning a B.B.A. and an M.B.A. from West Texas A&M University. Mr. Esquivel comes to AC from his position as Human Resources Director for Carilllon Senior LifeCare Community in Lubbock. He has also served in various capacities with Texas Tech University Health Science Center in Amarillo and Baptist-St. Anthony’s Health System.

Faculty

Johnson, Brenda Maria – Clinical Instructor, Associate Degree Nursing
Effective Date: August 22, 2005
Salary: $38,550 for 9 months full-time
Qualifications: M.S.N., West Texas A&M University, Canyon, Texas
B.S.N., West Texas A&M University, Canyon, Texas
A.D.N., Forest Park Community College, St. Louis, Missouri
Experience: 11 years related work
Note: New position approved in 2004-05 budget.

Bio: Brenda Maria Johnson has been working part-time as a Clinical Instructor in the Associate Degree Nursing program since last August. Ms. Johnson is a registered nurse with a certification in geriatrics and has been working at Northwest Texas Hospital for the last four and a half years. Ms. Johnson has a B.S.N. from West Texas A&M University and is nearing completion of her M.S.N. from W.T.

B. Request for Proposal No. 1083 – Re-roofing Project, KACV-TV

RFP No. 1083, for re-roofing of KACV-TV, located on the Washington Street Campus. Project was advertised in the paper. Project documents were sent to four (4) contractors. A tabulation of proposals received is attached at page 184.

CONSENT AGENDA APPROVED Continued:
It was recommended to award Proposal No. 1083 to Parsley Sheet Metal & Roofing, the low proposer to the specifications, for the amount of $59,200.00. Funds for the project are available in the current 04/05 A & I Budget.

Request For Proposal No. 1084 - Purchase and Installation of X-Ray Machine for the Non-Destructive Testing Program

RFP No. 1084, for the purchase and installation of an X-Ray machine, was issued to six potential offerors and advertised in the newspaper. Four proposals were returned. A tabulation of proposals received is attached at page 185.

The new X-Ray machine will be used in training students as well as industry personnel as Non-Destructive Testing Technicians and in the principles and technologies of industrial X-Ray machines. The classes will be held at the East Campus; and will help in recruitment of new AC students and to showcase the AEDC commitment to technology.

It was recommended that purchase and installation of this X-Ray machine be awarded to the low offeror to the specifications, Marietta X-Ray Inc, for the amount of $75,451.45. Funds for this procurement are available from the Amarillo Economic Development Grant.

Dr. Nossaman moved, seconded by Mrs. Oeschger, to approve the Consent Agenda. The motion carried unanimously.

BUDGET AMENDMENTS APPROVED:

A list of budget amendments for approval by the Board is attached at page 186.

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

STRATEGIC PLAN PRESENTATION:

The latest draft of the Strategic Plan was distributed. Dr. Johnson provided a PowerPoint presentation. There are five basic strategic themes which include Expanding Student Access, Enhancing Student Success, Energizing Community, Optimizing Technology, and Strengthening Resources. Dr. Johnson reported on the planning process which included sessions of What Matters Most, President’s Cabinet, community leaders, student groups, faculty think tanks, and two internal work groups. There have been writing and editing teams who have contributed to the plan. He indicated that they are working on a June deadline to have the latest recommendations included in the Strategic Plan presented at the June 28 Board meeting. There is a fall deadline to have all the operational plans developed and included in the Strategic Plan. The next steps are for the Board members to have an opportunity to read the plan draft and offer feedback to Dr. Johnson. The President’s Cabinet will develop the operational plans. At the budget planning retreat on June 7 the latest draft of the Strategic Plan and the FY06 budget development will be given. Dr. Johnson discussed the East Campus Plan which will be made a part of the final Strategic Plan. He explained that the East Campus Plan is an example of an action plan that will translate into annual operating plans. It is a work in progress.

FINANCIAL REPORT ACCEPTED:
The financial statements as of April 30, 2005, are attached at pages 187 through 196. Mr. Berg discussed the financial report.

Revenue
Mr. Berg reminded the Board that the numbers reported reflect through 2/3 of the year. There has been 73% received in total revenues. Most of the tuition and fees have been collected. We have $1 million more in total revenue than this time last year.

Expenditures
Sixty-four percent of expenditures have been processed. Resident instruction is up due to increase in enrollment. The West Campus hail damage cost is included in Institutional Support.

Auxiliary Enterprises
Bookstore profits are up $22,200 from last year. Food service loss is $33,600 less than from last year. The Washington Street and West Campus food service RFP analysis will be brought to the June meeting. Employee tuition scholarships are up $14,000.

Restricted Funds
Federal grants which include Pell and Perkins and contracts are up $234,922. Local grants and contracts which include TxDOT and AEDC funds are up $629,608. Public Service is down due to loss of the TIF grant. Community Link will move into their renovated building next week.

Cash and Investments

Alterations and Improvements
Budgeted Funds – Three projects are in progress; KACV – roof, Polk Street – signage, Washington Street – parking lots. 
Designated Reserves – East Campus signage has been delayed until 2006. The projected cost for the MCC renovations was $150,000 but it may end up being closer to $210,000. Restricted Funds - $198,689.71 has been spent on the Community Link building renovations; at 99.9% complete, the Community Link classes will begin on June 6.

Tax Schedule
We have collected $11.8 million in taxes for this fiscal year with a 97% collection rate.

Reserve Analysis
We have paid the last TPEG adjustment which was spread over three years. There is $2,000,421 in the East Campus designated reserve which was set aside from the state for operations of programs at that campus.

Dr. Nossaman moved, seconded by Mr. Forrester, to accept the financial report. The motion carried unanimously.

PRESIDENT’S REPORT:
Currently the Cabinet and budget managers are working on the 2006 budget. A budget planning workshop is scheduled June 7 at 2 pm at the West Campus to include the Board and Cabinet members.

NOMINATING COMMITTEE REPORT ACCEPTED:

Mrs. Oeschger reported that the nominating committee met and she presented the results. Following is the slate of 2005-06 officers: David Woodburn, Chairman; Lisa Cherry, Vice Chairman; and Michele Fortunato, Secretary.

Mrs. Oeschger moved, seconded by Dr. Nossaman, to accept the new officers. The motion carried unanimously.

EVALUATION COMMITTEE REPORT/RECOMMENDATIONS:

Ms. Fortunato addressed the Board regarding the Evaluation Committee recommendations. It was the committee’s decision to allow the entire Board the opportunity to look at the evaluation instrument and send any changes to Mr. Hicks by June 14. These changes may be included in the Evaluation Committee’s presentation at the June 28 Board meeting. The possibility of staggering the Board’s and President’s evaluations was discussed. Also, discussed was the prospect of moving the President’s contract date up to September 1 instead of the current October 15. This may be a topic at a future meeting.

REGENTS’ REPORTS AND COMMENTS REGARDING AC AFFILIATES: AMARILLO COLLEGE BENEFIT PLAN, AMARILLO COLLEGE FOUNDATION, AMARILLO MUSEUM OF ART, KACV:

Dr. Woodburn stated how impressed he was with the Texas Aviation Historical Society banquet. Dr. Byrd informed the banquet group of the cooperation between the Society and AC in regards to a museum being built on the East Campus. Mrs. Oeschger reported that the Art Force has a new slate of officers which includes Regent Nelson’s wife, M. J., who will serve as president.

ADJOURNMENT:

There being no further business, the meeting was adjourned.

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Dr. Neal D. Nossaman, Secretary