AMARILLO COLLEGE BOARD OF REGENTS
MINUTES OF REGULAR BOARD MEETING
January 25, 2005

REGENTS PRESENT: Dr. David C. Woodburn, Chair; Mr. Frank O. Nelson, Vice Chair; Dr. Neal D. Nossaman, Secretary; Ms. Lisa Y. Cherry; Ms. Lilia B. Escajeda; Mr. Carroll M. Forrester; Ms. Michele Fortunato; Mr. John D. Hicks; and Mrs. Sharon Oeschger

OTHERS PRESENT: Dr. Steven W. Jones, President; Mr. Terry Berg, Dean of Finance & Administrative Services; Dr. R. E. Byrd, Vice President for Academic Affairs; Dr. Renea Fike, Dean of Student and Academic Development; Mr. Victor Fite, Dean of Information Systems and Technology; Dr. Brad Johnson, Dean of College Advancement; and Mrs. Damaris Schlong, Dean of Workforce & Economic Development

Mr. John Attebury, representing Student Government Association
Ms. Brandy Dean, representing the Amarillo Globe News
Mrs. Pam Dickerson, Associate Director of Administrative Services
Mr. Jason Hughes, representing First Southwest Company
Ms. Patsy Lemaster, Director of Professional and Organizational Development
Dr. Paul Matney, Associate Vice President for Instruction
Ms. Danita McAnally, Director of Institutional Advancement and Effectiveness
Ms. Daniela McCoy, representing The Ranger
Mrs. Sheryl Mueller, Chair, Associate Degree Nursing
Mrs. Ellen Neal, Director of Communications
Mrs. Brenda Sadler, Exec. Asst., Pres’s Off. and Asst. Secy. to the Board of Regents
Mr. Robert Sanders, Legal Counsel
Mr. Lynn Thornton, Director of Human Resources
Mr. Tracy Young, representing Classified Employees Council

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

MINUTES APPROVED:

Mrs. Oeschger moved, seconded by Ms. Escajeda, that the minutes of the regular meeting of November 23, 2004 and the minutes of the special meeting of December 13, 2004 be approved. The motion carried unanimously.

STUDENT GOVERNMENT ASSOCIATION REPORT:

John Attebury, SGA representative, informed the Board that the Texas SGA Conference would be held on January 29 at Texas Tech University and three of the AC officers would be in attendance. He reported on the following additional events. Last Chance Prom – February 4, featuring a special appearance by Bob Guiney of The Bachelor; Community College Day in Austin – February 17, where six students will meet with legislators; Comedy Club on West Campus – February 24; and Slam Poetry/Storytelling – February 28. The Distinguished Alumnus Award Committee is now accepting nominations; forms were distributed to each Board member.
CONSIDERATION OF ORDER AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION
REFUNDING BONDS, SERIES 2005, IN AN AGGREGATE AMOUNT NOT TO EXCEED $11.425
MILLION, AND APPROVING AN OFFICIAL STATEMENT; AND APPROVING AND
AUTHORIZING INSTRUMENTS AND PROCEDURES RELATED THERETO:

At the December 13, 2004 meeting, the Board approved a proposal for refinancing of the
general obligation bonds issued July 1, 1995. Jason Hughes with First Southwest Company
was at the Board meeting to present an order for consideration by the Board, authorizing the
issuance of general obligation refunding bonds, Series 2005, approving an official
statement, and approving and authorizing instruments and procedures related thereto.

Mr. Hughes discussed the General Obligation Refunding Bonds, Series 2005 Sales Results
handout which will be made a part of the official minutes. The Series 1995 bonds will be
called on March 2, 2005. The principal amount to be called on the Series 1995 bonds is
$10,675,000. The refunding bonds implemented a short call date thereby allowing flexibility
for any future capital plans. The present value savings is $888,242.

Dr. Nossaman moved, seconded by Ms. Escajeda, to approve the Bond Order. The motion
carried unanimously.

EDUCATION REPORT – COLLEGE ADVANCEMENT:

Dr. Johnson, Dean of College Advancement, gave a Power Point presentation showcasing
his area and included reports from key personnel who work within College Advancement.
He spoke of Amarillo College’s future and resources. Areas within College Advancement
include:
♦ College Relations
♦ recruitment
♦ community relations
♦ Institutional Advancement and Effectiveness
♦ planning
♦ grant development
♦ Professional and Organizational Development
♦ faculty & staff self-improvement and personal development

Dr. Johnson introduced Ellen Neal, Director of Communications. Mrs. Neal showed a new
TV spot which targets first generation students; it is in both English and Spanish. Laura
Rojas, former student and current TV news reporter, is the talent. Mrs. Neal’s area is
concerned with recruitment from a campaign approach and they deliver services and
communication on the students’ terms.

Patsy Lemaster, Director of Professional & Organizational Development, distributed a
handout of new orientations and trainings and POD goals for 2005-06. Some of the new
training which is included in her area is new employee orientations, employee performance
evaluation training, new faculty orientation, and strategies for success in the workplace. Ms.
Lemaster outlined some goals for the coming year which include focused development,
internal and external resources, and outcomes.
EDUCATION REPORT – COLLEGE ADVANCEMENT Continued:

Danita McAnally, Director of Institutional Advancement and Effectiveness, gave a report and summarized her area and projects being conducted.

♦ planning & evaluations
♦ working on a new Strategic Plan
♦ outcomes assessments
♦ SACS accreditation – substantive change for the Hereford Campus
  ♦ currently working on the prospectus for SACS
♦ grants
  ♦ Nursing grant recently submitted
  ♦ Community College Initiative
    ♦ $248,000 available for community job training
  ♦ Title V – Strengthening Institutional Grant
    ♦ Applying for two grants
      ♦ individual ($520,000) student success initiative, student Call Center
      ♦ coop ($260,000) online student service and IT infrastructure
    ♦ in collaboration with South Plains College; if we get the coop grant, South Plains will be the fiscal agent; if we get the individual grant, AC will be the fiscal agent and will have to hire a grant manager
  ♦ AC had to qualify as a Hispanic serving college in order to apply
  ♦ Grant would benefit all students not just Hispanics

CONSENT AGENDA:

A. APPOINTMENTS APPROVED:

**Administrators**

Chancia, Alexander E. – Coordinator of Criminal Justice Programs
Effective Date: January 3, 2005
Salary: $39,000 for 12 months full-time
Qualifications: B.S., Utica College of Syracuse University, Utica, New York
Experience: 3 ½ years related work
Replacement for: Sondra Beighle

Bio: Alex Chancia joins Amarillo College from the City of Canyon Police Department and has also worked as a Police Officer for the City of Charleston, South Carolina. Mr. Chancia holds Peace Officer Certifications through the Texas Commission on Law Enforcement and is a distinguished graduate of the South Carolina Department of Public Safety Criminal Justice Academy. He also has experience as a fire fighter and hazardous materials technician. Mr. Chancia earned a Bachelor of Science degree from Utica College of Syracuse University in Utica, New York.

Longbine, Dale – Director of Assistance Center
Effective Date: November 1, 2004
Salary: $39,280 for 12 months full-time
Qualifications: B.S.O.E., Wayland Baptist University, Amarillo, Texas
A.S., Amarillo College, Amarillo, Texas
APPOINTMENTS APPROVED Continued:

A.A.S., Amarillo College, Amarillo, Texas
Certificate of Completion, Amarillo College, Amarillo, Texas
Experience: 8 years related work
Note: Changing from classified position to administrative position.

Bio: Dale Longbine has worked for Amarillo College since August 1992 starting in the Business Office and moving to the Assistance Center in March 1998. Ms. Longbine has been the Senior Assistance Center Supervisor since March 2001. With the recent reorganization of the Student and Academic Development Division, Ms. Longbine’s position has been reclassified to administrative. Ms. Longbine recently earned a Bachelor of Science degree from Wayland Baptist University.

Moore, Delton Lane — Director of Institutional Research, Institutional Effectiveness and Advancement
Effective Date: November 8, 2004
Salary: $60,000 for 12 months full-time
Qualifications: M.S., Mathematics, West Texas A&M University, Canyon, Texas
B.S., Mathematics, West Texas A&M University, Canyon, Texas
Experience: 30 years related work
Note: Changing from classified position to administrative position.

Bio: Prior to joining Amarillo College on June 1, 2004 as a Senior Programmer Delton Moore worked in various capacities for public and private firms including Assistant to the Executive Vice president and Director of Institutional Research at West Texas A&M University. Mr. Moore also served as a Statistician, National Center for Education Statistics, Office of Education, Department of Health, Education, and Welfare in Washington, D.C. Mr. Moore earned a Master of Science degree at West Texas A&M University.

Faculty

Holdaway, Lisa Ellen — Instructor, Surgical Technology
Effective Date: January 3, 2005
Salary: $26,224.86 for 11 months full-time
Qualifications: A.S., Amarillo College, Amarillo, Texas
Certificate, Amarillo College, Amarillo, Texas
Experience: 15 years related work
Replacement for: Kelly Ellis

Bio: Lisa Holdaway joins Amarillo College from Northwest Texas Hospital Surgery Center where she has worked as a Charge Nurse managing operating room staff. In addition, Ms. Holdaway has practical experience at High Plains Baptist Hospital, St. Anthony’s Hospital, and Memorial Medical Center in Savannah, Georgia. Ms. Holdaway earned her Associate in Applied Science Degree, Registered Nurse from Amarillo College and is Certified in Surgical Technology.
APPOINTMENTS APPROVED Continued:

Dr. Nossaman moved, seconded by Ms. Cherry, to approve the appointments. The motion carried unanimously.

TENURE RECOMMENDATIONS APPROVED:

The following faculty members have been recommended for tenure by their supervisor(s), the Rank and Tenure Committee, the appropriate administrative channels, and the President. They meet all criteria for tenure as stated in the Amarillo College Faculty Handbook. If approved, the effective date will be September 1, 2005.

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<thead>
<tr>
<th>NAME</th>
<th>RANK</th>
<th>DEPARTMENT</th>
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<tbody>
<tr>
<td>Matthew Craig</td>
<td>Associate Professor</td>
<td>Biology</td>
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<tr>
<td>Mary Dodson</td>
<td>Associate Professor</td>
<td>English</td>
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<tr>
<td>Pete Gonzales</td>
<td>Instructor</td>
<td>Art-Graphic Design</td>
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<tr>
<td>Judy Johnson</td>
<td>Chair/Assistant Professor</td>
<td>Reading</td>
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<tr>
<td>Aimee Martin</td>
<td>Assistant Professor</td>
<td>Mathematics</td>
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<tr>
<td>Lyndi Shadbolt</td>
<td>Coordinator/Assoc Professor</td>
<td>Vocational Nursing</td>
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<tr>
<td>Jack Stanley</td>
<td>Chair/Assistant Professor</td>
<td>Electronics Technology</td>
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Ms. Escajeda moved, seconded by Mr. Hicks, to approve the above faculty for tenure. The motion carried unanimously.

BUDGET AMENDMENTS APPROVED:

A list of budget amendments for approval by the Board is attached at page 88.

Dr. Nossaman moved, seconded by Ms. Fortunato, to approve these budget amendments. The motion carried unanimously.

FINANCIAL REPORT ACCEPTED:

The financial statements as of December 31, 2004, are attached at pages 89 through 98. Mr. Berg discussed the financial report.

Revenue
We've collected 25% in Other Income; the branch campus maintenance taxes are in this area. Not all of spring tuition/fees have been processed in this report.

Expenditures
Looks good overall. Institutional Support has about $550,000 that we received for the hail damage at West Campus which was booked into a contra-expense account in Institutional Support. Work on the roofs should begin in early spring.

Auxiliary Enterprises
Bookstores have made $15,000 profit versus $8,600 last year. Replacements of roofs on EC family housing are planned. Water bills have gone down. Major use of the Auxiliary net income is for employee tuition scholarships.
FINANCIAL REPORT ACCEPTED Continued:

**Restricted Funds**
Perkins grants are up; Pell grants are down due to decreased awards. Local grants and contracts include TxDOT and AEDC funds.

**Cash and Investments**
$24.2 million – December 2004; $22.1 – December 2003; $20.8 – December 2002. Student loans did not run through banks; AC got funds from a lending institution through a clearinghouse and then the money went into the student's account at AC.

**Alterations and Improvements**
Designated funds – East Campus A&I and also Moore County – basically a carryover from last year. Upgrade of the electronic system in Parcells Hall is almost complete. Moore County Campus renovations are estimated to cost about $150,000.

**Tax Schedule**
We have collected $2.4 million in taxes for this fiscal year; they will start coming in in January or February.

**Reserve Analysis**
This will be the last year on the TPEG corrections. We’re still paying off the Community Link building. Moore County renovations will come out of their designated fund balance.

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

**PRESIDENT’S REPORT:**

Dr. Jones mentioned a handout regarding state appropriations and how states rank; Texas has slipped from 33rd to 48th. He discussed his other handouts, Enrollment Comparisons – TACC Institutions; Comparative Data, which only reflects 55% of high school grads known to have gone to college; Estimated College Costs – 2004-2005 Academic Year; and Texas Community Colleges Administrator/Faculty Retirement Projections. Human Resources is working on a study of the projected retirements that will occur later in this decade.

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

Mrs. Oeschger reported on the upcoming Amarillo Museum of Art gala and membership drive. Dr. Nossaman mentioned the wonderful Price exhibit which is currently up at the museum. Everyone was reminded of the upcoming Creative Mind Humanities Lecture Series which is entitled “Heroic Women,” in memory of Louise Daniel. Mr. Forrester reported that KACV-TV had a successful pledge drive in December. Dr. Woodburn stated that there would be an AC Foundation retreat on February 5 at Wild Cat Bluff.
REAL PROPERTY:

This item is placed on the agenda to afford an opportunity to deliberate purchase, exchange, and value of real property.

DUTIES AND EVALUATION CRITERIA OF THE PRESIDENT:

This item is placed on the agenda so that the Board may deliberate (1) concerning duties and (2) evaluation criteria of the President.

CLOSED SESSION:

At 7:40 p.m., Dr. Woodburn announced there would be a closed meeting to discuss the purchase, exchange, lease, or value of real property pursuant to Section 551.072, Texas Government Code and to discuss the President’s duties and the evaluation criteria pursuant to Section 551.074, Texas Government Code.

At 8:46 p.m., Dr. Woodburn called the Amarillo College Board of Regents meeting back into open session. No action was taken.

ADJOURNMENT:

There being no further business, the meeting was adjourned.

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Dr. Neal D. Nossaman, Secretary