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

MINUTES APPROVED:

Mr. Nelson moved, seconded by Mrs. Oeschger, that the minutes of the regular meeting of August 26, 2003 be approved. The motion carried unanimously.
CONSENT AGENDA APPROVED:

A. APPOINTMENTS:

Faculty

Grooms, Kevin W. - Instructor, AISD Automotive Technology Program
   Effective Dates: August 18, 2003, through August 13, 2004
   Salary: $33,584 for 9 months full-time
   Qualifications: A.A.S. from Amarillo College, Amarillo, Texas
   Experience: 14 years of related work
   Replacement for: Eugene Pearce

   Bio: Mr. Grooms has an Associate of Applied Science Degree from Amarillo College with 14 years of related experience. Mr. Grooms experience extends to rebuilding engines, transmissions, differentials, steering and suspensions. He also is proficient in automotive body work plus electrical repair and diagnostic equipment. Mr. Grooms is an ASE certified mechanic as certified by the National Institute for Automotive Service Excellence with specialties in engine repair, suspension and steering and brakes. He is also certified in refrigerant recover and recycling.

Ekpo, NseAbasi - Instructor, Special Services
   Effective Dates: September 2, 2003, through August 13, 2004
   Salary: $68,560 for 12 months full-time
   Qualifications: Ed.D. from Northern Illinois University, Dekalb, Illinois
   M.S. from Northern Illinois University, Dekalb, Illinois
   B.S. from Northern Illinois University, Dekalb, Illinois
   Experience: 18 years of related work
   Replacement for: Jan McCathern

   Bio: Dr. Ekpo earned his Doctorate of Education from Northern Illinois University in 1991 where he also obtained his Master of Science and Bachelor of Science in 1980 and 1978 respectively. His most current position was that of Director of project Achieve/Student Support Services Program with University of Nebraska at Omaha. He has been employed in higher education since 1976.

Taylor, Barbara H. - Instructor, Biology
   Effective Dates: August 18, 2003, through August 13, 2004
   Salary: $34,601 for 9 months full-time
   Qualifications: M.S. from West Texas State University, Canyon, Texas
   B.S. from West Texas State University, Canyon, Texas
   Experience: 3 years of related work
   Note: Emergency hire due to enrollment demands

   Bio: Barbara Taylor obtained her B.S. and M.S. from West Texas State University in Biology and has three years of related experience. She has worked as a part-time instructor for Amarillo College since fall of 2000, plus working as a graduate teaching assistant for two years. She also directed an independent biology learning laboratory and taught a biology class at South Oklahoma City Junior College.
B. BIDS AND PROPOSALS APPROVED:

Request for Proposal No. 1052 - Re-roofing Project, Harrison Street Storage - Physical Plant

RFP No. 1052, for re-roofing the Harrison Street Storage facility, located at 305 South Harrison Street, was advertised in the newspaper. Six contractors received construction documents. A tabulation of the four proposals received is attached at page 7.

We recommend award of this project to Clark Roofing the low proposer to the specifications, for the amount of $51,823.00. Funds for the project are available in the 2003-04 A & I budget.

Request for Proposal No. 1053 - Modifications and Upgrade to the Backbone Electrical System, Business Building - Physical Plant

RFP No. 1053, for modifications and upgrades to the electrical system in the Business Building located on the Washington Street Campus, was advertised in the newspaper. Five electrical contractors received construction documents. Three proposals were submitted. A tabulation of the proposals received is attached at page 8.

We recommend award of this project to Ray Electric, the low proposer to the specifications, for the amount of $101,794.00. Funds for the project are available in the 2003-04 A & I budget.

Bid No. 1054 - Printing of the AC Continuing Education Class Schedule and the Academic Only Schedule for 2003-2004 - College Relations

Bid No. 1054, for the printing, labeling, and mailing of the 2003-2004 (one year) Continuing Education AC Class Schedule and the Academic Only Class Schedule, was mailed to four vendors and advertised in the newspaper. Three bids were returned. A tabulation of the bids received is attached at page 9.

It was approved to award the bid for the printing of the schedules to Dallas Offset, the low bidder to the specifications, for the amount of $93,871.00. The total price does not include the cost of postage.

Funds for this procurement are available from the 2003-2004 approved budget.

Request for Proposal No. 1055 - Purchase of HP 9000 Server for ITS Programming Services

RFP No. 1055, for the purchase of an HP 9000 Server, was issued to six QISV qualified vendors. Three proposals were returned. A tabulation of the proposals received is attached at page 10.

It was recommended that this be awarded to Systems Technology Associates, a low vendor to the specifications, for the amount of $97,243.24.

Funds for this procurement are available from the 2003-2004 approved budget.
BIDS AND PROPOSALS Continued:

Dr. Roller moved, seconded by Mr. Forrester, to approve the Consent Agenda. The motion carried unanimously.

APPROVAL OF THE TAX ROLL FOR 2003:

Section 26.09(e) of the Property Tax Code requires that the Tax Assessor submit a tax roll and levy to the governing board of each taxing entity for its approval. The appraised values multiplied by the tax rate approved by the governing board constitutes the tax roll for the taxing entity. Certification by the governing board of the taxing entity is required before the tax statements are prepared for mailing.

The tax roll information from Potter County and Randall County is attached at pages 11 through 13.

Ms. Cherry moved, seconded by Mr. Nelson, to approve the tax rolls. The motion carried unanimously.

STUDENT GOVERNMENT ASSOCIATION REPORT:

Mr. Couser gave a report. SGA held elections last week. There are five new Blue Blazers which makes the total ten. Fallfest will be held September 26, a leadership retreat will be held October 10 - 11, and AC is hosting the regional conference on October 17 and 18 at the Ambassador Hotel.

Mrs. Hill gave a report for MCC’s Student Life Advisory Board. There have been five new applicants which will bring the total to eight. They are working on an “adopting” children for Christmas campaign. The group assists students in filling out financial aid forms. MCC will host a Texas Tech Transfer Day.

EDUCATION REPORT - MOORE COUNTY CAMPUS STRATEGIC PLAN:

Mrs. Vincent gave a PowerPoint presentation and passed out Strategic Plan notebooks. She discussed the following.

➢ There has been a 4% increase in enrollment
➢ Increase in Contact Hours
➢ Student majors have increased in Nursing programs
➢ Implemented a strategic planning process that created the MCC planning committee; they along with the MCC advisory committee defined three areas to be addressed
   ➢ Resources
   ➢ Accessibility
   ➢ Community
   All three areas were represented by a committee.
➢ Conducted a needs assessment survey in English and Spanish which identified these three areas:
   ➢ Focus Area One: Enhance accessibility to MCC
   ➢ Focus Area Two: Enhance services to students
   ➢ Focus Area Three: Provide workforce development training
Partnerships have been developed
The Quest Program has been started

With some of these steps accomplished, objectives and action plans for each focus area will lead to growth and self-sustaining financial status of MCC as it continues to provide educational excellence to citizens of Moore County.

78th LEGISLATURE CHANGES TO THE TEXAS PUBLIC FUNDS INVESTMENT ACT:

The Legislative changes to the Texas Public Funds Investment Act require Amarillo College's Board of Regents to be aware of these changes, but AC's financial advisor believes that at this time we do not need to make changes because AC is in compliance with the Act; however, by law, the Board needed to be informed officially.

FINANCIAL REPORT ACCEPTED:

The financial statements as of August 31, 2003, are attached at pages 14 through 22.

The audit will begin on Monday and should be completed in about a month. Mr. Berg told the Board that the end of the year numbers are still preliminary.

Revenue
The total revenues were $36.7 million and they were up primarily due to enrollment, tuition, and local tax increases.

Expenditures
Expenses were $1.125 million less than 2002; there were reductions in most of the areas.

Auxiliary Enterprises
The bookstores made $10,918 less than 2002. In family housing most of the expenses were due to renovations. There were $173,000 in scholarships awarded from auxiliary funds.

Restricted Funds
Grants are up due to more PELL grants given; expenditures are also up due to higher awards. Amarillo College is now the fiscal agent for the Stafford Loans awarded to students.

Cash and Investments
Increased fund balance primarily due to timing, higher enrollment, and higher tuition and fees.

Alterations & Improvements
Northwest Branch Library - 96% complete; should open in September

Tax Schedule
$10,652,015 collected to-date; $332,781 in penalties and interest collected

Reserve Analysis
$13,693,937 - ending balance

Mrs. Oeschger moved, seconded by Ms. Cherry, to accept the financial report. The motion carried unanimously.
PRESIDENT’S REPORT:

Dr. Joyner reported that the 12th class day numbers are 10,090; increased over last year by 863; up 9.4%; contact hours are up 14%. Dr. Jones will arrive on October 15. Three receptions scheduled are the Amarillo College employee’s group welcome on October 16; Chamber of Commerce on October 22; and the AC Foundation Regents’ Circle reception on October 25. The Board sponsored community reception may be planned for the first week in November.

The October Board meeting will need to be moved to Monday, October 27. Drs. Joyner and Jones will be in Austin on October 28. The Northwest Branch Library ribbon cutting is scheduled for September 30. The NAACP banquet is November 1.

The revised appropriation for the upcoming year has been reduced; there was a mistake discovered and Amarillo College got $73,000 back. Dr. Joyner is still working on getting a decision to make Amarillo College not responsible for the insurance of physical plant employees’ who retired prior to August 2003; this would be a $130,000 year savings, if approved.

The Hereford Branch Campus financial committee met this week. It was decided to recommend opening Fall 05 instead of Fall 04.

REGENTS’ REPORTS AND COMMENTS:

The Board workshop may be held on October 20; the absent Board members will be surveyed. Mrs. Oeschger thanked Moore County for their hospitality and all their hard work on the Strategic Plan and the presentation.

CLOSED SESSION:

At 8:20 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 employment, evaluation, reassignment, and/or duties of an employee(s).

At 9:30 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.

David C. Woodburn, DDS, Vice Chairman