

**Frank Phillips College  
Board of Regents Meeting  
Regular Meeting – Board Room  
August 21, 2017**

- Members Present: Scott Radach, Marlene McKinney, Pete Stynes, Lynne Wyatt, and Patrick Nonhof.
- Others Present: Juan Avila, Mayela Martinez, Dr. Jud Hicks, Dr. Shannon Carroll, Ilene Walton, Amber Jones, Tiffany Thomas, and Debra Wells.
- Call to Order: Scott Radach, Chairman, called the meeting to order at 1:39 p.m.
- Invocation: Marlene McKinney presented the invocation.
- New employee: Dr. Shannon Carroll and Juan Avila, Director of Cosmetology, introduced Cosmetology Instructor Mayela Martinez from FPC's Hereford Cosmetology Center.
- Minutes of  
June 19, 2017: On a motion by Patrick Nonhof, seconded by Pete Stynes, the minutes of June 19, 2017, were unanimously approved.
- Financial Report  
For Month Ending  
July 2017: Year-to-date revenues include State Appropriations totaling \$2,220,058; Tuition and Fees totaling \$3,443,944; Taxes Collected totaling \$2,815,808; Donations and Gifts totaling \$243,613; and Grants and Contracts totaling \$2,396,803. Total revenue YTD is \$12,152,693.
- Year-to-date expenditures include Salaries at \$4,781,584; Repair and Maintenance totaling \$316,135 and Capital Expenditures totaling \$623,670. Total expenditures YTD are \$12,024,094. Total increase in funds as of July 2017 is \$128,598.
- The auditors recently visited the campus and will return in October.
- The budget, at the end of the fiscal year, is close and cash is tight; however, the college did not have to borrow any money from Amarillo National Bank although the note is available.
- The college will make one more bond payment.
- Dr. Hicks presented information to the Board on Full Measure Education, Inc. The company offers a software tool to keep in touch with students as well as prospective students and will serve as a recruiting and retention tool. The cost is

\$75,000 and is already budgeted for. The Board charged Dr. Hicks with completing the vetting of the company and, if he is satisfied, authorized him to purchase the software as a 2017-18 budgeted item.

#### 2017-18 FPC

Mission Statement: On a motion by Pete Stynes, seconded by Marlene McKinney, the 2017-18 FPC Mission Statement was unanimously approved.

#### 2017-18 Goals and Plan for Sustainability

And Growth: On a motion by Marlene McKinney, seconded by Lynne Wyatt, the 2017-18 Goals and Plan for Sustainability and Growth were unanimously approved.

#### 2017-18 Proposed Budget:

On a motion by Pete Stynes, seconded by Patrick Nonhof, the 2017-18 FPC Proposed Budget was approved unanimously.

#### 2018-19 Academic Calendar:

On a motion by Marlene McKinney, seconded by Lynne Wyatt, the 2018-19 FPC Academic Calendar was approved unanimously.

#### FPC Investment Policy:

On a motion by Pete Stynes, seconded by Marlene McKinney, the FPC Investment Policy was approved unanimously.

#### Vote Intent to Set Tax Rate; Set Calendar Dates for Tax Hearings:

On a motion by Patrick Nonhof, seconded by Pete Stynes, the Board voted to leave the tax rate at \$0.22/\$100 for 2017-18 and set dates and times for public hearings. The Effective Tax Rate is set at \$0.21059/\$100 and the Rollback Tax Rate is set at \$0.22743/\$100. Since the proposed tax rate is \$0.22, the college is required to hold public hearings. The public hearings are scheduled for Monday, August 28, 2017 in the Board Room at 7 a.m.; and Tuesday, September 5, 2017 in the Board Room at 7 a.m.

#### Harassment Statement For FPC Employee Handbook:

Frank Phillips College is committed to providing a workplace that is free from discriminatory harassment. The FPC Employee Handbook may be viewed online at [www.fpctx.edu](http://www.fpctx.edu). On a motion by Marlene McKinney, seconded by Patrick Nonhof, the FPC Employee Handbook was unanimously approved.

Student Grievances  
Process for FPC

Student Handbook: FPC views certain individual rights as fundamental in its commitment to provide an atmosphere that enhances the opportunities for success of all students. Serious consideration is given in instances where these rights may have been violated. A procedure has been established to address all complaints brought by students alleging discrimination on the basis of age, race, religion, color, national origin, sex, or disability. The FPC Student Handbook may be viewed online at [www.fpctx.edu](http://www.fpctx.edu). On a motion by Marlene McKinney, seconded by Pete Stynes, the FPC Student Handbook was unanimously approved.

Property Bids: On a motion by Patrick Nonhof, seconded by Lynne Wyatt, the following property bids were approved: Lemuel Shelton of Borger submitted an offer of \$850 on property located at 512 Short Street (Lot Four (4), Block Fourteen (14), North Hills; Laura Mucia and Jordan Bonnett of Borger submitted an offer of \$150 on property located at 0 Fairway Drive (North Half (N/2) of Lot Twelve (12), all of Lots Thirteen (13) and Fourteen (14), in Block Two (2), Golf Course Unit 1); and Devon Quinn Forcier of Borger submitted an offer of \$2,000 on property located at 703 and 705 Alabama Street, Lots Eleven (11) and Twelve (12), in Block One (1), East Side Addition.

Annual Board  
Self-Evaluation:

Board Chairman, Scott Radach, distributed copies of the annual Board Self-Evaluation and asked that they be completed and returned to him before the September Board meeting. Evaluations will be e-mailed to those Regents who could not attend this meeting.

President's  
Report:

Ilene Walton has been promoted to Dean of Dalhart Center and Barbie Walker has been promoted to Director of Dalhart Center.

Dr. Hicks attended the Governor's Special Session and reported that no actions affected community colleges.

Changes are being made at the Borger Community Activity Center to save money and increase revenue.

Vice-President's  
Report:

All college handbooks will now contain the discrimination policy as outlined by the Office of Civil Rights. The language is in both English and Spanish and will be added to all e-mails and letterhead.

The Retention Program Management (RPM) rollout includes the formation of the first pre-nursing cohort. Dr. Carroll will meet with them next week.

FPC Distance Learning instructors will meet with students at upcoming picnics at Dalhart and Perryton. Parents will meet FPC instructors at Stinnett and Dalhart.

The advising process is being revised with the goal of helping students receive appropriate advising for their chosen disciplines.

FPC faculty members tutored A&P classes in Chemistry during Summer I. The ARC offered study sessions, as well.

The FPC 2016-17 Nursing class pass rate was 100%.

Career and Technology  
Report:

CTE faculty and staff are currently advising and enrolling students in technical programs.

New full-time faculty have been hired as well as a Director of Extended Education.

OSHA 30 & 50 training will be offered at Perryton and Dalhart. Crane training is going very well.

The Hilmar Welding grant was started in July 2017 and the Solvay grant is nearing its end as of September. The Wagner Peyser grant is halfway completed for 2017 and will be reapplied for in 2018.

Allen Campus:

The Allen Campus Advisory Board approved the budget and public hearings on the tax rate will be held on August 28 and September 5.

Kids College is completed; however, Art and Music will continue into the fall.

Instrumentation and Electrical classes will be offered at the high school.

The FPC College Rodeo is set for October 12-14, 2017 at the Ochiltree County Rodeo Grounds.

Twenty-two Pathways students are now enrolled.

Dalhart Campus:

Public hearings for the proposed tax rate will be held.

The new construction is going well. Due to rain, construction is eleven days behind. Funding has been received for the second phase of the project which includes a flexible space to be used for a wide variety of classes.

Seventeen students are signed up for GED classes.

Union Pacific will be training its employees through the Dalhart Center as will Hilmar.

CDL classes are popular and Barbie Walker is aggressively seeking other opportunities for FPC to serve the community.

Closed Session –

Personnel 551.074: The Board entered into closed session at 3:45 p.m.

Open Session: The Board entered into open session at 3:49 p.m. No action was taken.

Adjourn: The meeting adjourned at 3:50 p.m.