

**Frank Phillips College  
Board of Regents Meeting  
Regular Meeting – Board Room  
September 18, 2017**

- Members Present: Scott Radach, Marlene McKinney, Lynne Wyatt, Ryan Birge, Dr. Shad Goldston, Jesse Heredia, and Andy Green.
- Others Present: Paul Leeper, Brendan McKinnis, Dr. Jud Hicks, Dr. Shannon Carroll, Amber Jones, Tiffany Thomas, and Debra Wells.
- Call to Order: Scott Radach, Chairman, called the meeting to order at 12:00 p.m.
- Invocation: Ryan Birge presented the invocation.
- New employee: Tiffany Thomas presented Paul Leeper, the new Director of Extended Education/Phillips 66 Liaison, to the Board, as well as Brendan McKinnis, the new Instrument & Electrical Instructor.
- Tour of DLR Room: The Board toured one of the Distance Learning Rooms on the lower floor of the Library building to observe how a class is taught.
- Minutes of  
August 21, 2017  
August 28, 2017  
September 5, 2017: On a motion by Marlene McKinney, seconded by Shad Goldston, the minutes of August 21, 2017 Regular Meeting, the August 28, 2017 Special Called Meeting, and the September 5, 2017 Special Called Meeting were unanimously approved.
- Appoint Jesse Heredia  
to the Board of  
Regents: Board Chairman, Scott Radach, and Board Vice-Chairman, Patrick Nonhof, recommended that Jesse Heredia be appointed to the Board of Regents in order to fill the seat vacated by Kelly McDonald. On a motion by Andy Green, seconded by Lynne Wyatt, the Board voted unanimously to appoint Jesse Heredia to the Board, replacing Kelly McDonald. The seat will be up for election in 2018 for a six-year term.
- 2017 Property Tax  
Rate: On a motion by Shad Goldston, seconded by Ryan Birge, and unanimously approved by the Board, the 2017 Property Tax Rate remains capped at \$0.22 per \$100 valuation.

Summary of Investments  
For Quarter Ending

August 31, 2017: On a motion by Ryan Birge, seconded by Lynne Wyatt, the motion to accept the Summary of Investments for the Quarter Ending August 31, 2017 was unanimously approved.

Annual Investment  
Report:

On a motion by Ryan Birge, seconded by Andy Green, the motion to accept the FPC Annual Investment Report totaling \$657,719.57 for Short-Term Investments and Deposits was unanimously approved.

Emergency Response  
Manual:

On a motion by Lynne Wyatt, seconded by Marlene McKinney, the motion to accept the Emergency Response Manual as presented was unanimously approved. Manual changes included titles and contact information only.

Phillips 66 Donation:

On a motion by Ryan Birge, seconded by Lynne Wyatt, the motion to accept with gratitude the unrestricted donation of \$35,000 by Phillips 66 was unanimously approved.

Operation Facelift  
Demolition  
Agreement:

On a motion by Shad Goldston, seconded by Marlene McKinney, the motion to approve the Operation Facelift Demolition Agreement with the City of Borger for the demolition of property located at 505 California in Borger was unanimously approved. Predetermined charges are \$1,140. FPC's participation cost is \$102.60, which is 9% of the total cost.

Interlocal Demolition  
Agreement for  
Properties Valued  
Under \$2,500:

FPC partners with the City of Borger to help with the demolition of properties within city limits which are not currently inhabited and taxes are not being paid on. The City has proposed that the governmental entities in Borger sign an interlocal agreement to hire Perdue, Brandon, Fielder, Collins & Mott, LLP, to seek out such properties and to automatically authorize their demolition for properties valued under \$2,500. This will allow the properties to be marketed and sold, thereby putting them back on the tax rolls. There is no obligation to the college. On a motion by Shad Goldston, seconded by Marlene McKinney, the Board unanimously authorized Dr. Jud Hicks to sign the agreement.

Annual Board

Self-Evaluation Form: Mr. Radach reminded Regents to submit their completed forms to him as soon as possible.

Grants Summary: The College applied for, but did not receive, the Texas Workforce Commission Wagner-Peyser grant and the Texas Workforce Commission Dual-Credit Equipment grant.

The Harrington grant request for medical equipment was recently submitted.

The Texas Panhandle Youth Choir was recently granted \$25,000 for the purchase of risers and other equipment.

President's Report: The Full Measure agreement was recently signed. The kickoff is set for Tuesday, September 19, 2017 and the Full Measure representative will meet with Dr. Hicks, Dr. Carroll, and Krista Wilson.

West Texas A&M University is joining the PC3 along with Frank Phillips College, Amarillo College, and Clarendon College.

The enrollment numbers and the 2016-17 goals completed will be reported on in the October 16, 2017, meeting.

A Letter of Intent violation was inadvertently committed by the softball coach. The National Junior College Athletic Association sanctioned the college by suspending the coach from two spring game days and the player from one game.

Construction on the Dalhart Center is making progress. Phase II.a. architectural drawings will be approved and the project is expected to conclude in August 2018.

Tax rates in Hutchinson County, Ochiltree County, Dallam County, and Hartley County are approved.

The Hilmar grant is going well and is in the process of being completed.

Vice-President's Report:

Retention Performance Management is still in the process of being finalized. The College is addressing some Anatomy and Physiology (A&P) issues by having Nursing Instructor, Lisa Trahan, sit in on classes in order to tutor in chemistry and A&P.

A Pre-Nursing Cohort will start in the spring. Nursing students will stay together throughout their academic years and will join the club under the sponsorship of Nursing Administrative Assistant, Laura Sargent.

Derrick Cummings, Writing Coach, has taken the initiative to ask faculty members to tutor students.

The College is looking into how the Full Measure program can work with Retention Performance Management. Full Measure will empower faculty to collect data so they can contact students immediately, if necessary.

The College received a letter from the Southern Association of College and Schools (SACS) stating that FPC is in the "Class of 2020" and is in line for recertification. The College is well-positioned for the upcoming review and recertification.

Dalhart has 85 dual-credit students. The Borger dual-credit cohort is down to seventeen and the new cohort has twenty-two.

There are twenty nursing students in the LVN program at Borger and ten in Perryton. Phyllis Shira, RN, has been rehired after undergoing an illness and recovering. Dalhart's program is low on numbers, but is cyclical.

Allen Campus:

The College is hosting a National Intercollegiate Rodeo Association (NIRA) rodeo at the Ochiltree County Arena in Perryton on October 12-14, 2017.

The Perryton Community Development Corporation is interested in seeing a workforce development course established at the Allen Campus. The building would be built where the greenhouse now sits. Research for cost of development is underway.

There are twenty-one Pathways freshmen on-campus.

Instrumentation and Electrical courses are going well. Other classes include welding, art, piano, voice, realtor, and CDL testing.

Dr. Carroll will soon conduct training for adjuncts.

Career & Technology:

Every class is full from 1 p.m. to 10 p.m. Programs are being reviewed to ensure they meet standards. Currently, a retired electrical engineer is being sought to teach.

OSHA training has been pushed out to October 2018.

Due to the new Distance Learning equipment, the College now has the ability to assist in the TCOLE training program.

Regent Comment: Members of the public are complaining about the quality of food in the cafeteria. It was noted that any member of the public may contact Dr. Hicks with their comments and questions.

Adjourn: The meeting adjourned at 1:37 p.m.