

Frank Phillips College – Allen Campus
Advisory Council Meeting
2017-2018 2nd Quarter Meeting Minutes
Wednesday, January 31, 2018

Members Attending: Barry Willis, Diane Thorpe, Kerry Symons, Shae Cunningham, Lisa Yauck, Ronnie Watson, and Amber Jones

Old Business: Amber Jones submitted minutes from previous meeting to the council which the council reviewed. Amber discussed with the council that she will be glad to maintain the minutes for this and future meetings. Next meeting is tentatively set as April 25, 2018

New Business: Academic update was given by Dean Jones, and she discussed the Instrumentational and Electrical, I&E, program and the new I&E instructor, Tim Fangman. Unofficial Academic numbers and enrollment were discussed, including Fall enrollment with a 51% increase and unofficial spring numbers with the potential to be a 60% increase from last spring. LVN nursing program retaining all students from fall and discussed the “Mini Health Fair” they will be hosting on February 12, 2018 from 4 to 6 pm. Continuing Education and Extended Education Update included information on several programs including, the ongoing intake of GED, the new ESL classes, Phlebotomy starting in February, CNA in March, Ongoing CDL classes and testing, TCOLE trainings being held regularly on campus, Recent DPS Informational Meetings, and Drivers Ed Classes, also the new Skills for Small Business Grant from the TWC was discussed and classes and business requirements. Some members requested a Social Media and Marketing Class. Other items discussed were the newly upgraded switch and server, concerns about the parking and recent estimates to possibly fix issues. Also, Building and Architect drawings were submitted and discussed. The council discussed the immediate need for more classrooms and how this surpasses the need for cosmetology at the moment. Recent loss of the part-time maintenance person was discussed, as well as, adding an additional administrative position. Lastly, the council reviewed the YTD Budget and discussed the improvement in the Repairs and Maintenance line item in comparison to recent years.

Respectfully submitted,

Amber D. Jones, Dean of the Allen Campus