

**Frank Phillips College  
Board of Regents Meeting  
Regular Meeting – Board Room  
January 22, 2018**

Members Present: Scott Radach, Marlene McKinney, Lynne Wyatt, Ryan Birge, Dr. Shad Goldston, Jesse Heredia, Pete Stynes, and Patrick Nonhof.

Others Present: Darrel Hail, P66 Plant Manager, Patty Kasch, Dr. Jud Hicks, Dr. Shannon Carroll, Amber Jones, Ilene Walton, Renee' Prater, Debra Wells, and Jackie Brand

Call to Order: Scott Radach, Chairman, called the meeting to order at 12:03 p.m.

Invocation: Marlene McKinney presented the invocation.

New employee: Kimberly Vergaalen, new Payroll and Benefits Coordinator, presented to the board.

Darrel Hail, P66 Plant Manager: Pete Stynes introduced Darrel Hail, new P66 Plant Manager, to the board. Mr. Hail expressed his desire to continue the positive relationship that P66 and Frank Phillips College has with safety training and continuing education for P66 employees.

Minutes of November 13, 2017: On a motion by Pete Stynes, seconded by Marlene McKinney, the minutes of November 13, 2017 were unanimously approved.

Financial Report Ending December 31, 2017: Dr. Hicks presented the financial report noting that YTD revenues include State Appropriations totaling \$1,136,827, which there is no allocation for in January and February; Tuition & Fees totaling \$1,656,021, February will include final enrollment numbers since the Spring semester starts today; Taxes Collected totaling \$2,263,220; and Total Revenue YTD totaling \$6,483,809. YTD Expenditures include Salaries totaling \$1,889,553; Capital Expenditures totaling \$164,452, which includes \$22,000 for risers that were paid for with a donation from the City of Borger; and Total expenditures YTD totaling \$1,334,769. Total YTD increase in funds is \$1,149,040.

Bank Signatory Authority: Dr. Hicks announced that Jackie Brand had been hired as the Executive Assistant to the President upon Debra Well's retirement in December. Dr. Hicks recommended that the board authorize Jackie Brand to serve as signatory on all Frank Phillips College bank accounts and remove Debra Wells as signatory. On a motion by Patrick Nonhof, seconded by Jesse Heredia, the motion to approve

Jackie Brand, Executive Assistant, as signatory on all Frank Phillips College bank accounts and remove Debra Wells as signatory was approved unanimously.

Donations from  
Happy State Bank  
Chevron Phillips  
Brumley Foundation  
And Provenance:

Happy State Bank generously donated \$5,925.56 toward the purchase of a new scoreboard for the Frank Phillips College Baseball Diamond. Chevron Phillips generously donated \$12,000 for Borger High School Dual Credit student scholarships. The Brumley Foundation generously donated \$85,000 for a Grant for Scholarships to low-income students. Provenance Consulting, LLC, generously donated \$10,000 toward the continued licensing and use of Dave Ramsey's Foundations of Personal Finance for College Students. On a motion by Ryan Birge, seconded by Lynn Wyatt, to accept with appreciation, the motion passed unanimously.

Summary of Investments  
For the Quarter Ending  
November 30, 2017:

On a motion by Shad Goldston, seconded by Marlene McKinney, the Board unanimously approved the FPC Comparative Statement of Changes in Investment Assets for the Quarter Ending November 30, 2017; the Compliance Statement for the Quarter Ending November 30, 2017; and the Summary of Investments for the Quarter Ending November 30, 2017.

Order and Notice For  
General Election And  
Joint Election Order:

The City of Borger issued a Joint Election Order on January 16, 2018 for the election scheduled for May 5, 2018. Upon approval of the Joint Election Order, Frank Phillips College will be included in the joint election and shall be solely responsible for paying the expense of the College District's election supplies and all other costs of its election. Should Frank Phillips College meet the qualification under the law to cancel its election due to unopposed candidates, the District will share expenses incurred up to and including the last day for write-in candidates to declare candidacy which is 5:00 p.m., February 16, 2018.

Further, the Board of Regents of Frank Phillips College shall issue a Notice of General Election for the May 5, 2018, General Election, to elect representatives for the following seats:

- Three (3) Regents for full, six (6) year terms.

On a motion by Marlene McKinney, seconded by Pete Stynes, to approve the City of Borger Joint Election Order and to issue a Notice of General Election for the May 5, 2018, General Election, the motion passed unanimously.

Property Bids:

On a motion by Pete Stynes, seconded by Ryan Birge, the Board unanimously approved the following bids submitted by John Hanen: \$100 on property located at Jim Hall St. (Lot Eight Block Nine); \$100 on property located at 1301A Brain St.; \$100 on property located on 507 E. Green St.; \$100 on property located at 515 E. Green St.; \$100 on property located at 1205 Jim Hall St.; \$100 on property located at 1206 Jim Hall St.; \$100 on property located at 11<sup>th</sup> St. (The East Sixteen feet of Lot Nine in Block Six); \$100 on property located at 11<sup>th</sup> St. (Lot Eight and the West Nine Feet of Lot Nine); \$100 on property located at 11<sup>th</sup> St. (Lots Three, Four, Five, and the West Thirteen Feet of Lot Six, all in Block Six); \$100 on property located at Jim Hall St. (Lots Nineteen and Twenty Block Five); \$100 on property located at 512 Green St.; \$100 on property located at Mitchell St. (Lots Nine and Ten, in Block Five); \$100 on property located at Mitchell St. (West Ninety Feet of Lots Five and Six, in Block Five); \$100 on property located at Mitchell St. (East Twenty Five Feet of Lots Five through Six, Block Five); \$100 on property located at 1103 Mitchell St.; \$100 on property located at 419 E 11<sup>th</sup> St.; \$100 on property located at 407 E 11<sup>th</sup> St.; \$100 on property located at 405 E 11<sup>th</sup> St.; \$100 on property located at 401 E 11<sup>th</sup> St.; \$100 on property located at 11<sup>th</sup> St. (Lot Twenty-one and the West Fifteen feet of Lot Twenty-two, Block Two); \$100 on property located at 510 E 11<sup>th</sup> St.; \$100 for property located at 11<sup>th</sup> St. (Eighteen and West Half of Lot Nineteen, Block Two); \$100 on property located at Brain St. (North 15' of the West 80' of Lots Seven and Eight, Except the South 5 ½ Feet of the East 40" and the South 14' of Lot Nine, in Block Two); \$100 on property located at 1033 Brain St.; \$100 on property located at 1006 Brain St.; and \$500 on property located at 1029 Brain St.

The Board chose to take no action on the following bids: Victorino and Maria G. Pando submitted an offer of \$3,000 on property located at 1012 Coble Dr.; and Clinton Todd Bohn submitted an offer of \$650 on property located at 715 Platt St.

Grant Summary:

As of January 15, 2018, Frank Phillips College has received \$1,696,395 in grants and other donations.

February Board Meeting:

The Board elected to keep the February meeting on Monday, February 19, 2018, which is Presidents' Day.

President's Report: Dr. Hicks presented to the Board the THECB Financial Literacy Report. He stated that his time on that Board was enlightening and a beneficial experience, however it has now come to an end.

Dr. Hicks presented the Board with a copy of the Hutchinson County Appraisal District Election Results. The results for the election of the Board of Directors for the Hutchinson County Appriasal District for the term beginning January 1, 2018 are: Richard Hein, Randy Heston, Cyndee Hickman, Rodney Kimmell, and Carrie Kimmell.

Dr. Hicks presented to the Board a new program for compiling the monthly Board meeting packets that he is considering called BoardBook. The program would make compiling the information easier for administrative staff as well as more accessible to the Board. The program has an app feature that makes it accessible on iPads and other mobile devices. The Board expressed interest in moving forward with the BoardBook program.

Dr. Hicks discussed the Dave Ramsey Foundations in Personal Finance program that FPC has been providing for students. The course is now also going to be made available to Dual Credit students at Borger High School, Perryton High School, and Dalhart High School. If it is determined to be successful at these three schools, then it will be offered to the rest of the Dual Credit schools in the future as well.

Vice-President's Report:

Dr. Carroll gave the Board an update on the Retention Performance Management program that FPC has been working on with Dr. Gardner of the Gardner Institute. Dr. Carroll stated that this year, the proposal is for a Faculty Academy which includes training for new and established faculty. They plan to have the Faculty Academy up and going by the Fall semester and will be utilizing current faculty members to teach it.

Dr. Carroll told the Board that FPC is gearing up for SACS reaccreditation and that she, Krista, Michele, and Jud will be attending a meeting in Atlanta, GA to learn about the QEP changes. Dr. Carroll has assigned two committees to take on the requirements of accreditation. Krista Wilson will be the chair of the QEP committee and Michele Stevens will be the chair of the Compliance committee. Dr. Carroll will be the co-chair of both committees.

Dr. Carroll explained to the Board that PC3 is becoming a very active group and that at the meeting in December, they voted to add WT. South Plains and Vernon will be possibly joining at the next meeting as well.

Dr. Carroll told the Board that FPC has been recognized by Richard Whipple, with The Charles A. Dana Center at The University of Texas at Austin, for low excess credits for graduating students. The average for all colleges is 89 hours toward a 60 hour degree and the average for small colleges is 81 hours toward a 60 hour degree. FPC is currently averaging 64 hours toward a 60 hour degree which is the best in the state.

Dalhart Center: Construction is starting today on Phase 2 of the new building. The expected completion date is mid-September. Phase 1 move in date is set for May. There will be a soft opening for Phase 1 in June with a grand opening in September.

The Texas Workforce Skills for Small Business Grant through TWC has given \$30,000 to be split among the three campuses for training of small businesses, those with 99 employees or less. This allows for approximately \$1,800 worth of training for new employees and \$900 worth of annual training per employee. The first class offered under this grant will be Social Media Marketing, which the small businesses have shown great interest in.

Dalhart had 10 GED students graduate. Two of which are now enrolled in college courses and two are now employed.

TCOLE is going great.

Exit of Board Member: Shad Goldston departed the meeting at 1:55 p.m.

Allen Campus: The Allen Campus has received a lot of interest from local small businesses due to the Small Business Skills Grant. This community is also very interested in a Social Media Marketing class.

The Allen Campus is also meeting with Seaboard about Swine Management classes.

There are CNA and Phlebotomy classes starting in February.

TCOLE is going great as well.

Career & Technology  
Report:

Regarding the Small Business Skills Grant, FPC will gain contact hours for the training. Once the original \$30,000 has been used, we can reapply for additional funds.

The Hilmar Grant for welding is now 50% complete. The Wagner-Peyser Grant was complete as of December 31, 2017 and the Solvay Grant was complete as of

November 30, 2017. With that in mind, the Career & Technology department is looking for new grants.

The I&E classes in Perryton are going well as are all of the Continuing Education classes on all three campuses.

Crane training has been going very well. OSHA has extended the crane certification training requirement to November of 2018.

Executive Session –  
551.074 Personnel  
Matters:

The Board entered into Executive Session at 2:08 p.m.

Open Session:

The Board entered into Open Session at 2:46 p.m. No action was taken.

President’s  
Evaluation:

Chairman Scott Radach spoke on behalf of the Board of Regents. “The Board is extremely pleased with your performance. We are very impressed with how you handle all the complexities of a small college. All college employees take on many duties and are very motivated. Motivation comes from the top. Very good job.”

On a motion by Ryan Birge, seconded by Patrick Nonhof, the Board unanimously approved a 2% increase in the president’s salary and renewed his 12 month contract with effective dates of 1/1/2018 – 12/31/2018.

Dr. Hicks expressed his appreciation.

Adjourn:

The meeting adjourned at 2:50 p.m.