

Frank Phillips College
Board of Regents
Regular Meeting
August 15, 2011

Members Present: Conny Moore, Steve Williams, Marlene McKinney, Tonya Moore, Sandra Hilbert, Ed Quiros, Shad Goldston, and Scott Radach.

Others Present: Jud Hicks, Shannon Carroll, Lew Hunnicutt, Rusty Berry, Borger News Herald, and Gloria Rummel.

Call to Order and Invocation: Mr. Moore called the meeting to order at 12:30 p.m. Dr. Goldston presented the invocation.

Introductions of New Employees: The following new full-time employees were introduced to the Board of Regents:

Lucas Grider, Women's Fast Pitch Softball Coach
Renee' Laney, Speech Instructor
Lance Breshears, History Instructor
Christopher Holtz, Chemistry Instructor
Michele Conrad, Nursing Instructor
Jyme Kinnard, Nursing Instructor

Minutes of the June 20, 2011, Regular Meeting: On a motion by Ms. Hilbert, seconded by Ms. McKinney, the minutes of the June 20, 2011, regular meeting were unanimously accepted as presented.

Financial Report: Dr. Hicks presented the financial report noting that this is the eleventh month, year-to-date report.

- Tuition and Fees are not likely to meet budget; we expect to collect approximately \$50,000 to \$60,000 this month, primarily from Safety Training.
- Taxes Collected are short approximately \$20,000 for the Borger Junior College District and \$40,000 for Ochiltree County. Dr. Hicks talked with Mary Lou Henderson, Tax Assessor/Collector, and she has indicated that there is "a" company that will account for those BJCD taxes and those should be paid by the end of the month.

Dr. Hunnicutt discovered that the Ochiltree County taxes are capped at \$500,000; he will balance his budget accordingly.

- Revenue for the year is \$11,762,000.
- Expenses for most categories are right at budget.
- We have been holding off on Repair and Maintenance and Capital Expenditures.
- The plan is to have a balanced budget at year's end.

Mr. Williams asked of the total revenue, how much the Perryton Budget is. Dr. Hicks said approximately \$460,000. The tax revenue goes to offset the running of that campus.

Intent to set the
Tax Rate:

Dr. Hicks explained that the tax rate will remain at the \$.22 per \$100 valuation. Mr. Moore asked how much that will generate as compared to last year. Dr. Hicks said that the valuation is down and it will make approximately \$10,000 difference.

On a motion by Mr. Radach, seconded by Dr. Quiros, the intent to set the tax rate at \$.22 per \$100 valuation was accepted unanimously. The College will not be required to have to have public hearings regarding the tax rate because the effective rate is above the \$.22 proposed rate.

2011-2012
Institutional Budget:

On a motion by Dr. Quiros, seconded by Mr. Radach the 2011-2012 Institutional Budget of \$11,523,316, was unanimously accepted as presented. The Budget becomes effective on September 1, 2011.

College Mission
Statement and
College Goals:

Mr. Williams noted that the College Mission Statement and College Goals were the result of input from the board members and were discussed and edited at the Board Retreat. On a motion by Mr. Williams, seconded by Mr. Radach, the College Mission Statement and College Goals were unanimously accepted as presented.

Dr. Hicks presented each Board member a notebook with dividers that match the College Goals. As the year progresses Board members will receive information that can be placed in the notebooks to provide historic reference.

Mr. Moore asked if, rather than spiral binding, the Board Agenda could be three-hole punched so that it could be added to the notebook. The answer was, "yes."

President's
Evaluation
Document:

Mr. Williams explained that Part I of the President's Evaluation Document is based on the Institutional Goals; Part II is based on personal qualities. He also noted that the rating goes from 1 through 5; for a 1 or 5 rating, which are the lowest and highest ratings, Board members should add an explanation in the area provided.

Mr. Moore added that in November the President will provide an analysis of his accomplishments. The Board will receive the evaluation and will have two weeks to return it to Mr. Williams or himself. Mr. Williams and Mr. Moore will compile the results of the evaluation, meet with the President to go over it with him, and then go over the results in a closed session during the January Board meeting. Any decisions regarding employment of the President will be made in open session during the January meeting.

On a motion by Ms. Hilbert, seconded by Mr. Williams the President's Evaluation Document was unanimously accepted as presented.

Investment
Policy:

Dr. Hicks explained that no changes were proposed to the Investment Policy, but that the Board was required to approve the document each year. The College is limited as to how funds can be invested; investments are very conservative. On a motion by Mr. Radach, seconded by Mr. Williams, the Investment Policy was unanimously accepted as presented.

Items of
Information:

Included in the Items of Information:

- The Grant Summary
- Board Calendar
- Dates and Events
 - Mary Lou Henderson, Tax Assessor/Collector, has requested that the College have a meeting prior to September 1, 2011, to vote to set the tax rate. To set the rate prior to September 1 will require a special meeting.
 - Dr. Hunnicutt explained that last year he had gone to the Perryton Commissioner's Court to request funding to do repairs at the Allen Campus. The repairs include structural problems with the walls and repairs to the parking lot. Another meeting is scheduled on August 24th to discuss the most advantageous way to repair the parking lot. The Commissioner's Court approved the expenditures. Item two on the Special Meeting Agenda will be approval of those repairs.
 - After a brief discussion, the consensus was to have a special meeting on Monday, August 29th, at 12:15 p.m., in the Board Room. No lunch will be served.

President's
Report:

Dr. Hicks explained that the Back the Fine Arts Campaign was started to purchase new seats for the Auditorium. To replace all the chairs will require a total of 501 chairs. The request was for \$200 per chair; a total need of approximately \$100,000. To date donations will cover the cost of thirty chairs, with pledges for an additional forty-five chairs. Mr. Moore asked Board members if they would like to pursue this campaign. Mr. Williams noted that with dedicated effort, somebody could raise the funds in a couple of months, but that, in his opinion, it does not rise to a campus-wide effort. Mr. Radach suggested that another external funding source might be found for the project.

Mr. Moore said that Mr. Campbell has talked with him about a major capital campaign, like Perryton is doing, to fund scholarships. He explained that the idea regarding raising \$5 million for scholarships has been discussed with Development Corporation members. Mr. Moore added that one thing that we do not want is too many fund raising activities at one time.

After further discussion, Mr. Moore stated that donors to the Back the Fine Arts Campaign should be notified that they can dedicate their donation to another project or that their donation can be returned to them.

Dr. Hicks explained that Kurtis Lay, the new Baseball Coach, is from Douglas, Arizona. He holds a Master's Degree from Lubbock Christian University and that he played baseball at Odessa College.

Mr. Moore asked if the coaching staff was complete and Dr. Quiros asked about coaches' contracts. Dr. Hicks said, yes the coaching staff is complete. He added that he is struggling with coach's contracts. In the past contracts for coaches were ten-month contracts, beginning August 1st each year. He had wanted to issue new contracts at the end of each season.

Dr. Quiros stated that coaches were looking for security—three year contracts. Was there an advantage to longer contracts? Dr. Hicks said that he had not found a mechanism for keeping a coach here. Mr. Moore added that a contract does not make a coach stay. Mr. Williams said that holding someone to a contract when they really want to leave just does not work.

Dr. Hunnicutt's
Report:

Dr. Hunnicutt reported that the Commissioners met on the 8th and that the tax rate for Ochiltree County will drop by one cent for next year to 3.5 cents per \$100 valuation. Dr. Hunnicutt expressed that the Commissioners trust the College Administration to only ask for what is needed.

The Pathways Program is up and going. Meetings to discuss this with the Amarillo Area Foundation (AAF) are scheduled. The Pathways Program is very similar to the ACE Program that Caprock High School has with AAF—students can enter the ACE Program in middle school and, if they follow the guidelines for grades and behavior, when they graduate AAF will pay for their college education at WTAMU.

It is hopeful that the College can partner with the Conservatory of the Plains, Canadian, to serve as their "educational arm."

Dr. Hunnicutt will meet with Dalhart Hilmar representatives to discuss additional training needs.

A meeting is scheduled with the Dalhart Chamber of Commerce President on September 19th at 5:30 p.m. Although that is the day of the regular Board of Regents meeting, it is a good opportunity for the Board members to go to Dalhart for a town-hall type meeting with residents.

It was the consensus of the Board that the September meeting be moved to 2:00 p.m. so that immediately following that meeting members can leave for Dalhart.

The Independent Driving School donated \$1000 for unrestricted scholarships.

The total number of individuals served by Frank Phillips College for the last eleven months is 68,359.

Shannon Carroll:

Ms. Carroll presented an overview of the Great Colleges to Work For. The Chronicle of Higher Education, the preeminent publication for colleges and universities, contacted college representatives in February regarding a survey of

selected employees. The Chronicle randomly selected which employees were to be surveyed.

The survey covered twelve categories:

- Collaborative Governance
- Professional/Career-Development Programs
- Teaching Environment
- Compensation and Benefits
- Facilities, Workspaces, and Security
- Job Satisfaction and Support
- Work/Life Balance
- Confidence in Senior Leadership
- Supervisor or Department-Chair Relations
- Respect and Appreciation
- Tenure Clarity and Process (4-year colleges only)
- Diversity (small colleges were not included in this category)

FPC was one of the top four in every category and was one of twelve community colleges named on the Honor Roll.

Ms. Carroll pointed out that considering the internal conflict that was going on during the time of the survey; the results of the survey speak highly of the institution and its employees.

Mr. Bill Strickland, President and CEO of Manchester Bidwell Corporation, will be on campus September 25th. Mr. Strickland's personal story is very moving and inspiring. Ms. Carroll noted that she had heard him speak and he was by far the best speaker she had ever heard. Mr. Strickland is the author of "Make the Impossible Possible," which was the FPC common reader last year. She invited Board members to attend.

The common reader for the upcoming year is "Dances with Wolves." Author Michael Blake will be on campus September 29th for several activities including a writing workshop. Board members will be provided information about the event and were invited to attend.

Conny Moore: On behalf of the Board, Mr. Moore complimented the administration on the good job they are doing to promote Frank Phillips College in the community. There are exciting, great things ahead.

Adjournment: There being no further business, the meeting was adjourned at 2:00 p.m.