

Frank Phillips College

Board of Regents

August 17, 2009

Members Present: Conny Moore, Ed Quiros, Bill Cornelius, Odis McClellan, Roy Young, and Sandra Hilbert. Absent: Steve Williams and Scott Radach.

Others Present: Herbert J. Swender, Jud Hicks, Lou Hunnicutt, Shannon Carroll, Becky Green, Jerri Aylor, Carlos Mendez, Kenneth Castillo, Texas Bookstore, Brooke Huff, Borger News Herald, and Gloria Rummel.

Call to Order: Mr. Moore called the meeting to order at 12:34 p.m. Dr. Quiros presented the invocation.

Minutes of the  
June 15, 2009,  
Regular Meeting:

On a motion by Ms. Hilbert, seconded by Mr. McClellan, the minutes were unanimously approved with the correction to Mr. McClellan's name on page 4, "McClellan" should have read "McClellan".

Financial Report: Dr. Hicks presented the financial report noting the following:

Income:

- The auditors are on campus for the preliminary work on the audit
- Tuition and Fees are currently at \$100,200; approximately \$3 million year-to-date
- Taxes collected are above the projected budget amount
- Interest income is short of the budget, due to low interest rates

Expenditures:

- Salaries are \$100,000 under budget because of unfilled positions
- No Repair and Maintenance has been scheduled for August

Mr. McClellan asked for clarification of the gifts and grants. Dr. Hicks explained that that category contained Federal Grants, i.e. Pell, etc. What is spent is reimbursed. Although \$100,000 more has been paid out than was budgeted, those funds will be reimbursed.

Tax Rate: Dr. Swender explained that the proposed tax rate will remain at \$ .22 per \$100 valuation. The law requires the College to have two tax hearings prior to setting the tax rate. Those meetings will be held on the following dates:

- September 1, 2009 – First Public Hearing – 7:00 a.m. – Gallery
- September 10, 2009 – Second Public Hearing – 12:00 noon - Gallery

Mr. Moore explained that the Board can freeze the tax rate, but it cannot "unfreeze" the tax rate, that takes a vote of the residents of the college district.

2008-2009 Budget: Dr. Swender presented the 2009-2010 Budget of \$11,322,313 noting the following:

- a 14.7% decrease over the 2008-2009 Budget
- a flat enrollment growth in student headcount and revenue
- no increase in tuition and fee rates
- unrestricted donations/gifts of zero dollars
- a 70% occupancy rate in residence halls
- dorm waivers for Goins and Stephens Halls
- a 5% increase in contract meal plan rate pricing
- a budgeted rate of 1.0% for the calculation of interest income
- no pay raises for full-time employees
- a reduction of four full-time employees
- a reduction in student and part-time help

Note:

- A “capped” local tax rate of \$ .22 (eighth consecutive year)
- Budget represents maintaining a 20% homestead exemption

On a motion by Mr. Young, seconded by Dr. Quiros, the 2009-2010 Budget of \$11,322,313 was unanimously accepted as presented.

2009-2010 Mission and Institutional Goals:

Dr. Swender presented the Mission and Goals noting that the strategies will be added to the goals and presented for the Board’s approval at the September meeting. On a motion by Dr. Quiros, seconded by Mr. Young, the 2009-2010 Mission and Institutional Goals were unanimously accepted as presented.

## 2009-2010 Institutional Goals and Mission Statement

Mission Statement: Frank Phillips College is a comprehensive, two-year community-based educational organization committed to providing high-quality learning experiences and services.

Facilities:

1. Complete the renovation of the Agricultural Sciences Facility

Educational Programs:

1. Develop strategy for Honors Academy with implementation Fall 2010
2. Increase to 25% and document Hispanic population attending FPC
3. Achieve enrollment status and contact hour generation equal to or above 08-09
4. Provide Summer College for dual credit students

Internal Activities:

1. Complete Southern Association of Colleges and Schools (SACS) reaffirmation process
2. Prepare pilots in anticipation of implementation of the Quality Enhancement Plan (QEP): Writing Matters
3. Continue implementation of Foundations of Excellence (FOE) strategies
4. Further enhance technology through CAMS, Sharepoint and other IT avenues

External Activities:

1. Secure external funding opportunities
2. Pursue partnerships with expanding area business and industry

Property and

Casualty Insurance:

Bids were solicited and received for casualty and property insurance. Currently the casualty insurance carrier is TASB and the property insurance carrier, Westchester. On a motion by Mr. Cornelius, seconded by Ms. Hilbert, members unanimously approved the acceptance of TAPS, Texas Association of Public Schools, for the property and casualty insurance. The TAPS premium reflects a reduction in last year's premium.

Consent Agenda:

On a motion by Mr. Cornelius, seconded by Mr. Young, the following items were unanimously accepted as presented:

1. The revised 2009 FPC Emergency Response Manual, which now includes steps to address wildfires and smoke.
2. The 2009-2010 Employee Handbook, which includes changes in the reimbursement of meals when traveling; payment of overload hours at the end of the respective semester; and holiday pay for employees on probation during their first three months of employment.
3. Set the minimum tuition per credit hour rate for continuing education at \$2.50.
4. With grateful appreciation a \$20,000 grant from Monsanto Fund designated for the renovation of the Agricultural Sciences theater classroom.

Items of Information:

The following items of information were presented:

1. Board of Regents Annual Calendar
2. Upcoming Dates and Events
3. Administrative Reports

President's Report:

Dr. Swender explained that the College has unique opportunities serving students from around the world. The students and their parents come to visit the college, stay in Borger, and purchase meals in Borger.

Texas Workforce Commission representatives came to the campus last week to discuss the \$45,000,000 that they have to spend and how the college will benefit from those funds. The group is very receptive to creating new job opportunities and to job training.

Adjournment:

There being no further business the meeting was adjourned at 1:23 p.m.