

Frank Phillips College  
Board of Regents  
Regular Meeting  
October 19, 2009

- Members Present: Conny Moore, Steve Williams, Ed Quiros, Scott Radach, and Sandra Hilbert.  
Absent: Odis McClellan, Roy Young, and Bill Cornelius.
- Others Present: Herbert J. Swender, Jud Hicks, Shannon Carroll, Lew Hunnicutt, Becky Green, Carlos and Elena Mendez, Brooke Huff, News Herald, and Gloria Rummel.
- Call to Order: Mr. Moore called the meeting to order at 12:40 p.m. Dr. Quiros presented the invocation.
- Swearing In: Mr. Carlos L. Mendez was sworn in to fill the vacant position on the Board of Regents. On behalf of the Board members, Mr. Moore welcomed Mr. Mendez and explained that this will be a rewarding experience for which he will see that the emphasis and impact of the Board actions will be on the students. Mr. Mendez expressed his appreciation and his thanks.

Minutes of the September 14<sup>th</sup>,  
Special Meeting, September 21<sup>st</sup>,  
Regular Meeting,  
and September 25<sup>th</sup>,  
Special Meeting:

On a motion by Ms. Hilbert, seconded by Mr. Williams the minutes of the September 14<sup>th</sup>, Special Meeting, September 21<sup>st</sup>, Regular Meeting, and September 25<sup>th</sup>, Special Meeting, were unanimously accepted as presented.

- Financial Report: Mr. Hicks presented the financial report, highlighting the following:
- Revenues:
- This is the first month of a new budget year and we are right on budget
  - \$1.1 million has been collected in Tuition and Fees
  - Revenue from the cafeteria food plan is \$260,000
    - There are currently 210 student in the residence halls
- Expenditures:
- \$40,000 for the annual Microsoft license
  - \$6,000 for the Writer's Workbook Software
  - \$22,000 for the rodeo production; when the proceeds come in the event should be at least break even
  - Purchase of mattresses; all mattresses in the residence halls are no more than three years old
  - Three-year rotation of computer purchases; 16 were purchased for Perryton and 70 for the Borger campus
  - The BCAC and A&I have received new programmable thermostats
  - The BCAC received four new HVAC units
  - The Perryton parking lot was replaced for \$16,000

The auditors have completed their third week on campus. Their report will be presented at the November Board of Regents meeting.

Mr. Radach asked if the sale of the Industrial Park Campus was included in the budget; Dr. Hicks explained that it was not.

Mr. Williams asked if government rebates had been applied for on the new HVAC units at the BCAC? Dr. Hicks said that we had not applied for the rebates. Mr. Moore explained that the rebates were per unit efficiency rebates.

Mr. Williams asked if the thermostats communicated with a main unit or were they stand alone units. Dr. Hicks said that they were stand alone units.

Summary of  
Investments:

On a motion by Mr. Radach, seconded by Mr. Williams the Summary of Investments was unanimously accepted as presented.

Mr. Moore asked if some of the money in TexPool could be moved into a higher interest bearing account. Dr. Hicks said that he could get that information for the next meeting.

SACS On-Site  
Visit Update:

Dr. Swender explained that the College had completed a successful SACS on-site visit week before last. The on-site visit is on a ten-year cycle. The process has moved from more than 500 "must and should" statements to 92 criteria that the college must address. The SACS reaffirmation process started more than twenty months ago. The on-site committee left with six recommendations, with which we are very pleased. I want to publicly acknowledge Shannon Carroll for her leadership on this very successful process.

Shannon Carroll summarized the visit with the following:

- The on-site visitation team noted the spirit of the college and students.
- The team was impressed with their visit to Perryton and their remote connection with Dalhart.
- There were 92 recommendations to address; sixteen came back, which we addressed prior to the team's visit; when they left, there were only six recommendations to address.
- By June, there should only be three recommendations to address.
- There is no probation, no sanctioning.
- We were aware that we had no history of assessment; we must show that we are collecting data and using that information.
- Only one person's qualifications are in question, we have justified the qualifications of four others.
- The Library Director has no MLS Degree, but he is working on that. The on-site team was very impressed with him and there were no other citations for any other area of the library.
- The team felt that the QEP, Writing Matters, was too big and that we should scale it back.
- The team recommended that we apply for Exemplary Status, noting that the QEP was excellent.

Dr. Swender thanked the Board Officers for coming to lunch with the SACS on-site visitation team.

Dr. Hunnicutt explained that everyone worked extremely hard in preparation for the SACS visit, but that the visit went well because of Shannon Carroll.

Items of Information: Included in the Items of Information:

- Annual Board Calendar
- Dates and Events

Closed Session: Noting that it was necessary at this time, 1:29 p.m., for the members to call a closed session of the Board of Regents, Mr. Moore cited authority for going into a closed session as contained in the Open Meetings Act, Texas Code Annotated, Government Code Article 551.074, Personnel. No final actions, decisions or votes shall be made in this closed meeting. Mr. Moore asked that all persons present to leave the room other than the Board of Regents members and Dr. Swender.

Open Session: Mr. Moore reconvened the open meeting at 1:39 p.m., advising that no final action, decision or vote with regard to any matter considered in the closed meeting was made.

Perryton Tax Rate: Dr. Quiros ask Dr. Hunnicutt about reducing the tax rate from \$ .05 to \$ .04. Dr. Hunnicutt explained that his request for the reduced tax rate was based on the Perryton Campus surplus last year. He noted that the commissioners were very happy that we only asked for what was needed.

Adjournment: There being no further business, the meeting was adjourned at 1:41 p.m.