

Frank Phillips College
Board of Regents Meeting
Regular Meeting – Board Room
September 16, 2024

Members Present: Marlene McKinney, President; Colin Archer; Jesse Heredia; Kenny Morrison; Patrick Nonhof

Members Absent: Dr. Shad Goldston, Vice – President; Dr. Jud Hicks; David Speed

Members via Teams: Dr. Stephanie Palmer

Others Present: Dr. Glendon Forgey, President; Dr. Shannon Carroll, Executive Vice President for Academic Affairs; Jackie Brand, Vice President of Administrative Services/CFO; Cassi Laxton, Provost of Allen Campus; Christy Dovel, Provost of Rahll Campus; Jody Nolen, Executive Assistant to the President/Director of Human Resources

Michele Stevens – Associate VP of Institutional Research
Skyler Lanham – Director of Campus Security
Krista Wilson – Associate VP of Student Affairs
Shannon Crossland – Associate VP of Compliance

Call to Order: Marlene McKinney called the meeting to order at 12:02 p.m.

Invocation: Patrick Nonhof presented the invocation.

Welcome and Recognition of Guest: Dr. Forgey introduced Skyler Lanham, Director of Campus Security.

Public Comments: No public comments were made.

Consent Agenda: On a motion by Kenny Morrison, seconded by Jesse Heredia, the Board unanimously approved the following consent agenda items:

- a. Minutes of the August 2024, Regular Board Meeting
- b. Minutes of the September 2024 Tax Hearing and Special Meeting
- c. Property Bids

Executive Session – 551.074 Personnel Matters: The Board entered Executive Session at 12:06 p.m.

Open Session: Open Session reconvened at 12:18 p.m.

Monthly Financial

Report:

Jacke Brand provided an update on the financials, stating that they are currently working on closing out the year and preparing for the upcoming audit. There will be changes, and these are not the final year-end numbers, as auditors often make adjustments, and accruals still need to be accounted for. The update includes an overview of the financial status for the month and the year, but the expense numbers are not finalized. Ms. Brand does not anticipate any significant changes to the revenue numbers, and they are generally on target for the projected figures.

Funding and Donations

Report:

Jackie Brand provided a funding and donations report, stating there have been no donations so far this year. However, some grants have been secured, including the TRIO and Title III grants, with this being the final year for the Title III grant. Additionally, approval was received for the JET grant for the nursing department and the HDJT grant for the diesel mechanics program. A new TRUE grant has also been submitted for the EMT program.

Annual Board

Self-Evaluation:

Self-evaluations will be distributed, and members are asked to submit them to Jody Nolen, who will compile the results into a consolidated report. This report will be presented for review at the next Board meeting, where members will also discuss and report their goals.

FPC Emergency

Response Manual:

Skyler Lanham provided an update on the annual Security and Fire Safety report, which now combines both reports into one. The report has been enhanced with a new cover, table of contents, introductory letter, and emergency response information for the Dalhart and Perryton campuses. It also includes the Jeanne Clery Act for transparency, and will be made public on the website and included in handbooks. Updates were made regarding the "One Call" emergency notification system and missing student reports, along with a plan to link the 2024 Campus Safety and Security Survey. Upon approval, the report will be published and shared with students.

Mr. Lanham outlined updates to the emergency response manual, including plans for an active shooter drill in coordination with the Police Department. They are also working on numbering entrances and adding Knox Boxes to buildings for faster emergency access. Active shooter training will be implemented, focusing on post-incident recovery. More changes are expected throughout the year as needs are assessed.

2024 - 2025

Employee Handbook: The Board reviewed the 2024-2025 Employee Handbook.

2024 – 2025 Housing

Handbook: The Board reviewed the 2024-2025 Housing Handbook.

Quarterly Summary
Of Investments

Report: On a motion by Jesse Heredia and seconded by Patrick Nonhof, the Board unanimously approved the Quarterly Summary of Investments Report.

2025 - 2026 Academic

Calendar: On a motion by Jesse Heredia and seconded by Patrick Nonhof, the Board unanimously approved the 2025-2026 Academic Calendar.

Annual Calendar for

Board of Regents: The Board reviewed the Annual Calendar.

Upcoming Dates

And Events: The Board reviewed the upcoming dates and events.

Administrative and

Board Reports: The Board reviewed the Vice Presidents and Provosts reports.

Adjourn:

Marlene McKinney adjourned the meeting at 1:09 p.m.