

# MINUTES

## Regular Meeting BOARD OF TRUSTEES

Vernon College  
June 23, 2010

The Board of Trustees of Vernon College met on Wednesday, June 23, 2010 at 11:30 a.m. in the Board Room of the *Osborne Administration Building* with the following present: Mr. Gene Heatly, Chairman; Mr. Bob Ferguson, Vice-Chairman; Mr. Norman Brints, Secretary. Other board members in attendance: Mr. Curtis A. Graf, Mrs. Sylvia G. Mahoney, and Mrs. Vicki Pennington.

Others present were Dr. Dusty Johnston, President, and Deans: Dr. Gary Don Harkey, Mr. Joe Hite, Mr. Garry David, Mr. John Hardin, III. Also present were Ms. Michelle A. Alexander-Director of Institutional Advancement and Interim Executive Director, Vernon College Foundation, Mr. Bob Bolton-Associate Dean, Administrative Services, Mrs. Betsy Harkey-Director of Institutional Effectiveness, Mrs. Shana Munson-Associate Dean, Career & Technical Education, Ms. Michelle Wood-Director of Continuing Education, Mrs. Christie Lehman-Coordinator of Marketing & Alumni Relations, Mrs. Criquett Lehman-Director of Quality Enhancement Plan (QEP), Mrs. Melissa Elliott-Director of Financial Aid, Mrs. Lois Jablonski-General Ledger Accountant, Ms. Mary King-Administrative Secretary to the President, and Ms. Kathy McClellan, of *The Vernon Daily Record*.

Chairman Heatly called the meeting to order at 11:30 a.m. and asked that the minutes reflect the board members present. He noted the death of Mr. Brad Bolton; stating that Brad was a good board member and will be missed.

Mr. Ferguson made the motion to accept the *Minutes of the May 26, 2010 Regular Meeting* as presented. Mr. Graf seconded the motion and it carried unanimously.

Mr. Ferguson made the motion, seconded by Mrs. Mahoney, that the Board convene in closed session beginning at 11:31 a.m. The motion carried unanimously.

Mrs. Mahoney made the motion, seconded by Mr. Graf, that the Board reconvene in open session at 12:23 p.m. The motion carried unanimously.

### Action Item A

Dean David presented the *Financial and Investment Reports as of May 31, 2010*. He stated that the institution is well within the budget. Mr. Graf made the motion, seconded by Mrs. Mahoney, to approve the report as presented. The motion carried unanimously.

### Action Item B

Dr. Johnston asked the board to consider the approval for the issuance of employee contracts for 2010-2011 with a 3% salary increase for all employees. This includes the 1.5% step in the salary schedules and an additional 1.5% cost of living increase. Under the current economic circumstances, increased health insurance deductibles and co-pays will consume much of the salary increase. Mr. Ferguson made the motion, seconded by Mr. Graf, to approve the issuance of contracts and the salary increase for administration, faculty, classified staff, and at-will employees. Dr. Johnston noted his appreciation of the board's support for employee raises at the beginning of the budget process instead of the end. This ensures Vernon College employees are thought of at the top of the process and acknowledges their value. The motion carried unanimously.

### Action Item C

Dr. Johnston told the board that since the meeting with First Southwest Company regarding refinancing the revenue bonds to renovate Century City Center, he and Garry David have become aware of some other potential options they would like to explore. Therefore, he would like more time to pursue these possibilities. He noted the College does not want to be limited to any one company, if possible. Because of the board's earlier approval to move forward with the whole concept of refinancing the current bonds to create \$5million for the renovation project, it is possible that the College will be able to undertake both Phases I and II without a break in construction. In this case, it is estimated that both phases could be completed in the next two to three years. Dr. Johnston will bring forward the name of the company the College wants to work with at the July

meeting. Mr. Brints made the motion, seconded by Mr. Ferguson to approve the motion as presented. The motion carried unanimously.

Public Comment – No one was present to make comments.

President's Report/Board Discussion Items

Dr. Johnston publicly congratulated Coach Bobby Scott and the Vernon College Men's Rodeo team for being crowned the National Champions of the National Intercollegiate Rodeo Association!

Dr. Johnston pointed out the check displayed in the board room representing the \$830,060 grant presented to the College from the Texas Workforce Commission last week.

- A. Dr. Johnston presented the second draft of the *2010-11 proposed Vernon College budget*. He reported that a strong review of all revenue sources was made. A very good, but conservative estimate was based on current enrollment figures. He noted that the expense side of the budget has \$13,290 more in revenue. The auxiliary budget which was not included in this draft was handed out to the board. He reminded the board that the auxiliary budget is derived from items that generate revenue and expensed for such entities as the bookstore expenses, food service and student activities. The third draft of the proposed budget will be presented at the July retreat during the budget workshop. A balanced and final budget proposal will be presented for approval in August.
- B. Dr. Johnston reported that the *Baseball Field Renovation* is going well and the date for the opening bids is scheduled for July.
- C. Mr. Hite reported on the *Enrollment Update*. He stated that a 19% increase in enrollment for the Spring II, May Mini Term and Summer I semesters, and an increase of almost 18% in contact hours. The state uses these figures from each base year for state funding. The current base year started with the Spring II semester. Summer II's final count will be reported at the July retreat. Dr. Johnston added that this took a lot of hard work on everyone's part and that the increase shows Vernon College is in demand and students need us.
- D. *Security update* – Dr. Johnston reported that video cameras for the security system have been ordered and should be installed and implemented in August.
- E. *National Finals Rodeo reception* – this is still in the planning stages and the goal is to tie in an alumni reception at the National Finals in December to honor rodeo alumni.
- F. *Board retreat* – Dr. Johnston reminded the members of the board retreat on Wednesday, July 28 in the Osborne Administration building boardroom beginning at 8:30 a.m. and continuing through lunch. A facility update will be going out in the mail reporting all the hard work undertaken by the physical plant, including maintenance, grounds work and custodial. He expressed his appreciation of Gary Hart and John Mahoney.
- G. Reminder of upcoming events:
  - (1) TACC President's Conference – July 7-9
  - (2) Vernon College Foundation meeting – Thursday, July 22
- H. *Philanthropic Report/Outside Grants Report* – Dr. Johnston asked the board to view the exhibit.
- I. *Minutes from Faculty/Staff Organizations* – Dr. Johnston presented the following minutes as exhibits.
  - (1) Faculty Senate

Personnel -

Mr. Graf made the motion, seconded by Mrs. Mahoney, to approve the resignation of Eva C. Luera, Nursing Lab Assistant effective May 27, 2010 and the termination of Maria Ortiz, Custodial Technician on the Vernon Campus effective June 1, 2010. Also the employments of Anna Mena and Timothy Dixon, Custodial Technicians on the Vernon Campus effective June 14, 2010 with a 12-month salary of \$19,269.00 each and the employment of Lesley Gates, Custodial Technician, at Century City Center, effective June 22, 2010 with a 12-month salary of \$19,269.00. The motion carried unanimously.

Mr. Brints made the motion, seconded by Mr. Ferguson, to approve the consideration of a salary increase due to an increase in responsibilities for Dr. Gary Don Harkey, Dean of Instruction to an amount of \$95,275.00, and Mrs. Mary King, Administrative Secretary to the President to an amount of \$33,326.00. The motion carried unanimously.

There being no further business Chairman Heatly stated that the meeting was adjourned.

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Mr. Gene Heatly, Chairman

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Mr. Norman Brints, Secretary