

# MINUTES

Regular Meeting

BOARD OF TRUSTEES

Vernon College

April 12, 2017

The Board of Trustees of Vernon College met on Wednesday, April 12, 2017, at 11:30 a.m. in the *Board Room* of the *Osborne Administration Building*, Vernon, Texas, with the following present: Dr. Todd Smith, Chairman; Mr. Norman Brints, Vice-Chairman; and Mrs. Vicki Pennington, Secretary. Other board members in attendance were Mr. Bob Ferguson, Mr. Irl Holt, and Mrs. Joanie Rogers. Absent was Mrs. Anne Spears.

Others present were Dr. Dusty R. Johnston, President, and Deans Garry David, Joe Hite, and Jim Nordone. Also present were Ms. Michelle A. Alexander, Director of Institutional Advancement/Executive Director, Vernon College Foundation; Mrs. Betsy Harkey, Director of Institutional Effectiveness; Mr. Greg Fowler, Division Chair of Behavioral & Social Sciences; Mrs. Shana Drury, Associate Dean of Instructional Services; Mr. Kevin Holland, Director of Campus Police; Mrs. Mindi Flynn, General Ledger Accountant; and Ms. Mary King, Administrative Secretary to the President. Guest present was Mr. Payton McCormick of *The Vernon Daily Record*.

Chairman Smith called the meeting to order at 11:35 a.m. He asked for a moment of silence in memory of Mrs. Clea Holt, and Vernon College students Yancie McCuiston, Vinita Trevino, and Jakob Plummer.

## Consent Agenda

Mr. Ferguson made the motion, seconded by Mrs. Pennington, to approve the Consent Agenda containing the *Minutes of the March 9, 2017 Regular Board Meeting* and the *President's Monthly Travel Expense Report*. The motion carried unanimously.

Action Item A – Dean David presented the *Financial and Investment Reports as of March 31, 2017*. Mr. Holt made the motion, seconded by Mr. Brints, to approve the report as presented. The motion carried unanimously.

Action Item B – Mr. Brints made the motion, seconded by Mr. Holt, to approve the *Summer 2017 Continuing Education Schedule* with proposed tuition and fees, the *2017 Kids College Schedule* with proposed tuition and fees, and *authorize the Associate Dean of Instruction to set tuition and fees for any additional classes that may develop during the summer term*. The motion carried unanimously.

Action Item C – Mrs. Rogers made the motion, seconded by Mrs. Pennington, to approve the *Concealed Carry on Campus Policy* as presented by Mr. Greg Fowler, Chairperson of the Campus Carry Task Force. The motion carried unanimously.

Action Item D – Mr. Ferguson made the motion, seconded by Mrs. Rogers, to approve the *2017–2021 Strategic Plan* as presented by Mrs. Harkey. The motion carried unanimously.

Action Item E – Mr. Holt made the motion, seconded by Mr. Ferguson, to approve the *2017–2018 Annual Action Plan* as presented by Mrs. Harkey. The motion carried unanimously.

Public Comment – No one was present to make comments.

## President's Report/Board Discussion Items

July Board Retreat – Dr. Johnston reminded the Board of the July Board Retreat on July 12, 2017 beginning at 8:30 a.m. The President requested that Board Members send him requests or suggestions for topics.

President's Annual Report 2015-2016 – Dr. Johnston presented the Board with the 2015-2016 President's Annual Report. He noted that Holly Scheller took over the responsibility for the publication. The reports will be mailed out to constituents, the community, and officials. It is a good tool to hand out and get the word out about Vernon College.

Farmers Market Grant – Dr. Johnston stated that this USDA grant is going well. Monica Wilkinson is doing a wonderful job on a part-time basis, and there are two part-time market managers working on the grant. One is working with the Vernon Farmers' Market and the other with the Downtown Farmers' Market in Wichita Falls.

Swimming Pool – Dr. Johnston noted that the heating system for the swimming pool had to be replaced and the part has been ordered.

CCATT Conference June 2-3, 2017 – San Antonio, TX – Dr. Johnston stated he sent the Board information regarding this year's CCATT Conference (Community College Association of Texas Trustees). We have gone before in the past, but did not attend last year. If anyone is interested in going, arrangements for the trip can be made.

Budget update – Dr. Johnston presented Draft 1 of the Budget for fiscal year 2017-2018. Draft 1 always starts out of balance. If we underestimate revenue and overestimate expenses, the year goes better, Dr. Johnston stated. We usually like to start out with a 5% holdback on tuition and fees revenue, and end up at the 2½ or 3% mark by the time the budget is finished. We started out with the 3%, but currently it includes only the 1.5% salary step increase. Mr. Holt commented he would like to see the 3% put back in if possible. Dr. Johnston stated some of the big and more significant expense item estimates are an insurance cost increase of \$100,000 across the board; the Skills Training lease may have a \$50,000 impact on the budget; and, state mandated tuition waivers and exemptions will cost \$90,000 more than anticipated.

Police/Security/Safety proposal update – Dr. Johnston presented the proposal to transition from the current Police/Security arrangement to a revised personnel layout. The whole basis of this proposal is moving away from a third party security company and using our own personnel by hiring two additional police officers, and recruiting, hiring and training security guards for the same amount of money. This would increase the chances of maintaining a highly reliable and superbly trained safety and security unit. A sample schedule was included in the proposal with regard to what the scheduling would look like for the Vernon Campus, Century City Center, and Skills Training Center. The May meeting will have an action item to approve the proposed changes.

Student Success Data Fact – Mrs. Harkey presented the Student Data Fact on Area High School Graduates Who Go to College. She pointed out the percentage of Vernon College Service Area High School graduates enrolled in Texas Public or Independent Higher Education, and the percentage of those who chose Vernon College. We are up from the previous year.

Non-credit workforce programs (state funded) in high schools update – Mrs. Drury presented a list of high schools with funded non-credit programs for 2016-2017. The list noted the high school, the program, and the number of unduplicated students. Most of them are in the health careers program where they start their CNA in their junior year and then they are eligible to take the four one-hour LVN courses to move into our LVN program.

Dr. Johnston presented the Reminder of Upcoming Events

- (1) Vernon College Foundation Board meeting – Thursday, April 20, 2017 – 10:00 a.m. CCC/Vernon
- (2) Honors Convocation – Thursday, April 20, 2017 – 6:30 p.m. – Wilbarger Auditorium
- (3) Scholarship Banquet – Tuesday, April 25, 2017 – 5:30 p.m. Colley Student Center – Vernon Campus
- (4) Phi Theta Kappa Induction – Thursday, April 27, 2017 – 6:00 p.m. Skills Training Center
- (5) Vernon College Theatre Ensemble – “Murder at the Prop Table,” April 27, 28 & 29 – 8:00 p.m. – Vernon College Auditorium

- (6) Choral Production – “Messiah Performance” – Tuesday, May 2 – 7:00 pm – Vernon First Methodist Church
- (7) Sports Banquet – Thursday, May 4, 2017 – 6:00 p.m. Wilbarger Auditorium
- (8) Board of Trustees meeting – Wednesday, May 10, 2017 – 11:30 a.m. – Vernon Campus Board Room
- (9) Commencement – Saturday, May 13, 2017 – 10:30 a.m. Wilbarger Auditorium
  - 9:00 am Rehearsal
  - 10:00 am Board members, faculty, staff, and students prepare for entrance
  - 10:30 am Graduation—All students not ADN
  - 11:15 am Reception
  - 12:30 pm ADN Graduation rehearsal
  - 2:00 pm ADN Graduation
  - TBA Pinning immediately following graduation
  - TBA ADN reception immediately following pinning

Dr. Johnston presented the Philanthropic Report/Outside Grants Report.

Dr. Johnston presented the Faculty senate meeting minutes.

Dr. Johnston reminded the Board of the Summer Hours:

Summer hours for 2017 will begin on Monday, May 15 and continue through Thursday, July 27.

Operating hours will be Monday through Thursday 8:00 a.m. to 5:30 p.m. Offices are not expected to stay open until 6:00 p.m. during summer hours. Vernon College will return to the Monday through

Thursday 8:00 a.m. to 6:00 p.m. and Friday 8:00 a.m. to 12:00 noon schedule on Monday, July 31, 2017.

Mrs. Pennington made the motion, seconded by Mr. Ferguson, to approve the Vernon College Personnel Action changes as recommended by the President and detailed on item six personnel information sheet. The motion carried unanimously.

A. Employment

- (1) Michael Patterson, Custodial Supervisor – WF, effective March 20, 2017 with a salary of \$32,388

B. Resignation

- (1) Dr. Scott Hamilton, Psychology Instructor – Century City Center, effective May 12, 2017

C. Retirement


- (1) John W. Hennington, Business Instructor – Century City Center, effective May 12, 2017

Closed Session: Mr. Ferguson made the motion, seconded by Mr. Brints, to go into closed session at 12:30 p.m. in accordance with the Texas Open Meetings Act, Texas Government Code, Subchapter 551.074, to discuss personnel or other items under this section of the Texas Government Code, Texas Open Meetings Act. The motion carried unanimously.

Open Session: Mr. Ferguson made the motion, seconded by Mrs. Pennington, to reconvene at 1:40 p.m. in open session. The motion carried unanimously.

No Action

There being no further business, Dr. Smith adjourned the meeting at 1:45 p.m.



Dr. Todd Smith, Chairman



Mrs. Vicki Pennington, Secretary