

MINUTES

Regular Meeting BOARD OF TRUSTEES

Vernon College
December 12, 2018

The Board of Trustees of Vernon College met on Wednesday, December 12, 2018 at 11:30 p.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. Irl Holt, Mrs. Anne Spears and Mrs. Ann Wilson. Absent was Mr. Bob Ferguson.

Others present were Dr. Dusty R. Johnston, President; Dr. Elizabeth Crandall, Vice-President of Instruction; Mr. Garry David, Dean of Administration; Dr. James Nordone, Dean of Student Services/Admissions and Financial Aid; Mrs. Betsy Harkey, Director of Institutional Effectiveness; Ms. Michelle A. Alexander, Director of Institutional Advancement/Executive Director, Vernon College Foundation; Mrs. Shana Drury, Associate Dean of Instructional Services; Mrs. Amanda Raines, Director of Enrollment Management/Registrar; Mrs. Holly Scheller, Coordinator of Marketing and Community Relations; Mrs. Melissa Elliott, Director of Financial Aid; Mr. Kevin Holland, Director of Campus Police; and Mary King, Administrative Secretary to the President. Guest present was Mr. Mark Potter of the *Vernon Daily Record*.

Chairman Smith called the meeting to order at 11:35 a.m.

Consent Agenda

Mr. Holt made the motion, seconded by Mrs. Wilson to approve the Consent Agenda containing the *Minutes of the November 14, 2018 Regular Board Meeting* and the *President's Monthly Travel Expense Report*. The motion carried unanimously.

Action Item A

Mr. David presented the *Financial and Investment Reports as of November 30, 2018*. Mr. Brints made the motion, seconded by Mrs. Spears, to approve the report as presented. The motion carried unanimously.

Action Item B

Mrs. Wilson made the motion, seconded by Mrs. Pennington to approve the updated TASB Legal Policy Updates and Consideration of *TASB UPDATE 35 Local Policies*. The motion carried unanimously.

Action Item C

Mrs. Spears made the motion, seconded by Mrs. Wilson to approve the *2019-2023 Primary Goals and the 2019-2020 Priority Initiatives* as recommended by the College Effectiveness Committee and presented by Mrs. Betsy Harkey. The motion carried unanimously.

Action Item D

Mrs. Pennington made the motion, seconded by Mr. Holt to approve the *Proposal for Roof Repair* from Parsons Roofing to replace the roof at the large residence hall on the Vernon campus at the proposed price of \$79,433 presented by Dr. Johnston and Garry David. The motion carried unanimously.

Action Item E

Mr. Holt made the motion, seconded by Mr. Brints to approve *Tax Resale Deeds* for property acquired and held in trust by the City of Vernon through tax foreclosure, and sold by Texas Communities Group on behalf of the taxing entities as presented by Dr. Johnston. The motion carried unanimously.

Action Item F

Mrs. Wilson made the motion, seconded by Mrs. Spears to approve the following position title revisions as presented by Dr. Johnston:

- Dean of Administrative Services changed to Vice-President of Administrative Services
- Dean of Student Services changed to Vice-President of Student Services

- Associate Dean of Instructional Services changed to Dean of Instructional Services
- Associate Dean of Student Services changed to Dean of Student Services

These title changes do not change the job descriptions or the current salaries. The motion carried unanimously.

Public Comment – No one was present to make comments.

President's Report/Board Discussion Items

Dr. Johnston mentioned that the board agenda information for the January Board of Trustees meeting would be in Canvas prior to December 21. There is a short time period to get this out since we return from the holidays on January 7 and the meeting is on January 9. The financial statements will not be available until January 9 and will be handed out at the meeting.

Dr. Johnston reminded the Board of the information sent to them regarding the Board of Trustees Institute on Student Success February 5 – 7, 2019 at Horseshoe Bay. It is not mandatory, but a good learning opportunity. If anyone is interested in going, please inform him before Christmas.

Dr. Johnston stated that interviews for the Volleyball Coach position are underway this week with some very good applicants.

Annual Continuing Education Enrollment report – Mrs. Drury presented the 2017-2018 Summary for Continuing Education courses funded by the state (funded non-credit) and the CE personal enrichment classes for community service (non-funded non-credit). She presented comparison charts by major programs, head count, contact hours, and total enrollment.

Athletic Scholarship Award Report – Dr. Johnston presented the Scholarship Award Report Summary for fall 2018 to give the Board an idea of what was spent for each of the budgeted programs. Everyone is doing well watching their numbers and with meeting their goals.

Dr. Johnston stated that he has established a task force for reviewing the VC Website again to enhance the information on it and make it as accessible as possible.

Dr. Johnston presented the Reminder of Upcoming Events:

- (1) College Closed for the Holidays – Friday, December 21, 2018 12:00 noon
- (2) College Re-opens for Spring Semester – Monday, January 7, 2019
- (3) 86th Texas Legislative Session begins – Tuesday, January 8, 2019
- (4) January Board of Trustees Regular Meeting – Vernon campus – Wednesday, January 9, 2019
- (5) Faculty Return/All Employee Professional Development – Monday, January 14, 2019
- (6) On-site Registration: Vernon: January 15, 2019---Wichita Falls: January 16-17, 2019
- (7) Classes Begin – Tuesday, January 22, 2019
- (8) Vernon College Foundation Quarterly Board Meeting–Vernon/Wichita Falls via Teleconference - Thursday, January 17, 2019
- (9) TCCTA Conference – Houston, TX – February 28 – March 2, 2019

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

Mrs. Spears made the motion, seconded by Mrs. Wilson to approve the personnel changes as recommended by Dr. Johnston and detailed on item 6 Personnel Information Sheet. The motion carried unanimously.

A. Employment

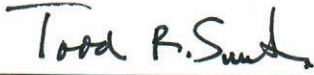
1. Geneva (Tori) Smith, Assistant Softball Coach/Residence Hall Assistant – Vernon, effective January 7, 2019 with a salary of \$25,810.

Closed Session: Mr. Holt made the motion, seconded by Mrs. Spears to go into closed session at 12:24 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.

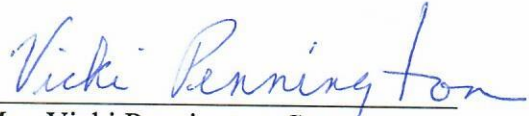
Open Session: Mrs. Wilson made the motion, seconded by Mr. Holt, to reconvene at 12:51 p.m. in open session. The motion carried unanimously.

No Action

There being no further business Mr. Holt made the motion, seconded by Mrs. Wilson to adjourn the meeting at 12:52 p.m. The motion carried unanimously.



Dr. Todd Smith, Chairman



Mrs. Vicki Pennington, Secretary