

# MINUTES

## Regular Meeting BOARD OF TRUSTEES

Vernon College  
June 12, 2019

The Board of Trustees of Vernon College met on Wednesday, June 12, 2019 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. Bob Ferguson, Mr. Irl Holt, and Mrs. Ann Wilson. Absent was Mrs. Anne Spears.

Others present were Dr. Dusty R. Johnston, President; Dr. Elizabeth Crandall, Vice President of Instruction; Mr. Garry David, Vice President of Administration; Dr. James Nordone, Vice President of Student Services/ Admissions and Financial Aid; Ms. Michelle A. Alexander, Director of Institutional Advancement/Executive Director, Vernon College Foundation; Mrs. Ivy Harris, ERP/SIS Director/Electronic Information Accessibility Coordinator; Mr. Mark Holcomb, Division Chair of Industrial and Information Technology; Mrs. Holly Scheller, Coordinator of Marketing and Community Relations; Mrs. Melissa Elliott, Director of Financial Aid; Mrs. Mindi Flynn, Business Office Manager; Mr. Kevin Holland, Director of Campus Police; and Ms. Mary King, Administrative Secretary to the President. Guest present was Mr. Daniel Walker of the *Vernon Daily Record*.

Chairman Smith called the meeting to order at 11:30 a.m.

### Consent Agenda

Mr. Holt made the motion, seconded by Mr. Ferguson to approve the Consent Agenda containing the *Minutes of the May 8, 2019 Regular Board Meeting* and the *President's Monthly Travel Expense Report*. The motion carried unanimously.

### Action Item A

Vice President Garry David presented the *Financial and Investment Reports as of May 31, 2019*. Mr. Ferguson made the motion, seconded by Mr. Brints to approve the report as presented. The motion carried unanimously.

### Action Item B

Mr. Holt made the motion, seconded by Mrs. Wilson to approve the *Updated Handbooks - 2019-2020 Distance Education Student Manual; 2019-2020 Student Residence Handbook; and 2019-2020 Student Handbook* as presented by Dr. Johnston. The motion carried unanimously.

### Action Item C

Mrs. Wilson made the motion, seconded by Mrs. Pennington to approve the *2019-2020 Vernon College General Catalog* as presented by Dr. Johnston/Holly Scheller. The motion carried unanimously.

### Action Item D

Mr. Ferguson made the motion, seconded by Mr. Holt to approve the *Updates and Consideration of TASB Update 36 Local Policies* as presented by Dr. Johnston. The motion carried unanimously.

### Action Item E

Mr. Brints made the motion, seconded by Mrs. Wilson to approve the *Tax Resale Deed* of property held in trust with the City of Vernon as listed and presented by Dr. Johnston. The motion carried unanimously.

### Action Item F

Mrs. Wilson made the motion, seconded by Mr. Ferguson to approve the following employees as *Proxy/Alternate Designation for NORTEX Meetings* in the president's absence – Greg Fowler, Garry David, and Dr. Elizabeth Crandall as presented by Dr. Johnston. The motion carried unanimously.

Public Comment – No one was present to make comments.

President's Report/Board Discussion Items - Dr. Johnston asked the Board members to inform him of any new suggestions to add to the July Board Retreat agenda on July 10.

Budget update – Dr. Johnston presented Draft Three of the Budget for the fiscal year 2019-2020. It is almost balanced and continues to have the 1.5% salary step increase. The proposed budget has an approximately 2.5% hold back on tuition and fees. Based on the pre-certified tax rolls it looks like our effective rate may go down about 2 cents. The budget is built upon the estimated effective rate. We will get the final rolls in July and then we can prepare the final budget for August. Dr. Johnston stated that in the Legislative Session community colleges as a whole did well.

Summer Enrollment Update – Dr. Nordone presented the Preliminary Enrollment Report and Comparison for Summer, Summer I, and Summer II for all locations. Numbers are down by 92 students or 6.7% compared to last Summer. He reminded the Board this is Preliminary. Summer II has not started yet. He noted that Fall looks very promising.

Electronic Information Accessibility update – Mrs. Harris shared her list on the completed and ongoing ADA Accessibility Compliance Process. As a reminder, she is working on the website to bring it into compliance for the physical or hearing impaired according to accessibility laws and standards. She explained the process in three steps. First was to identify the accessibility gaps and needs, two to fix the issues and ensure it works, and three to protect Vernon College from legal exposure.

Grant update – Ms. Alexander presented a list of foundations and the grants they give to support our Vernon College New Beginnings Program. This program helps at-risk students succeed by providing services such as free tutoring. It also provides textbook loans, childcare, and/or gasoline reimbursement to help overcome those educational barriers. There are rules and regulations the student must abide by for acceptance into the program.

Student Success Data Fact – 2019 Texas Public Higher Education Almanac – Dr. Johnston presented the Texas Public Higher Education Almanac as the student success data fact for this month. The Almanac contains data information on every Texas College including Vernon College.

Program Discipline Evaluation Summary – Dr. Johnston stated the Board has heard of some of these in discussion. Dr. Crandall noted that each year certain disciplines and programs are targeted on a five-year cycle for evaluation by the Program and Discipline Evaluation Subcommittee of the Academic Council.

Dr. Johnston presented the Reminder of Upcoming Events:

- (1) Vernon College Board of Trustees Retreat/Meeting – Wednesday, July 10, 2019
- (2) Vernon College Foundation Meeting – Thursday, July 18, 2019

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

Mr. Ferguson made the motion, seconded by Mr. Holt 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) William Duane Easter, Maintenance Specialist – Wichita Falls, effective May 20, 2019 with a salary of \$29,750.
- (2) Larissa Parkey, Classified II, Administrative Assistant – Library – CCC, effective May 28, 2019 with a salary of \$21,944.
- (3) Lori Page, Health Occupations Instructor – Holliday, effective August 2019 with a salary of \$20,779.
- (4) Nicole Fleitman, Assistant Volleyball Coach/Residence Hall Assistant – Vernon, effective August 1, 2019 with a salary of \$26,198.

B. Resignation

1. Kimberly Platt, ADN Instructor, effective May 17, 2019
2. Lance Brumley, Campus Police Officer, effective May 29, 2019
3. Bonnie Waterhouse, Health Occupations Instructor – Holliday High School, effective June 15, 2019
4. Anita Williams, Health Occupations Instructor – City View High School, effective June 15, 2019

5. Ryleigh Thompson, Assistant Volleyball Coach/Resident Hall Assistant, effective July 31, 2019

C. Retirement

1. Cassie Shaw, LVN Instructor, effective August 31, 2019

D. Termination

(1) Alan Sanchez, Assistant Baseball Coach/Residence Hall Assistant, effective May 29, 2019

E. Consider Reappointment and/or Extension of Administrative Staff and Classified Staff for 2019-2020

(1) Administrative Reappointments

(2) Classified Staff Reappointments

(3) Administrative (pending completion of probation)

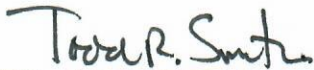
(4) Classified (pending completion of probation)

Closed Session: Mr. Holt made the motion, seconded by Mr. Ferguson to go into closed session at 12:18 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.

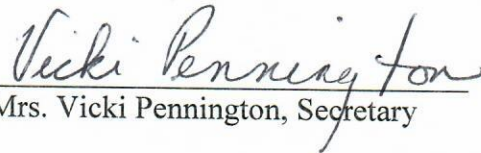
Open Session: Mr. Ferguson made the motion, seconded by Mrs. Wilson, to reconvene at 12:56 p.m. in open session. The motion carried unanimously.

Action: None

There being no further business Mrs. Pennington made the motion, seconded by Mr. Holt to adjourn the meeting at 12:58 p.m. The motion carried unanimously.



Dr. Todd Smith, Chairman



Mrs. Vicki Pennington, Secretary