

# MINUTES

## Regular Meeting BOARD OF TRUSTEES

VERNON COLLEGE  
March 11, 2020

The Board of Trustees of Vernon College met on Wednesday, March 11, 2020 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; Dr. James Nordone, Vice President of Student Services/Admissions and Financial Aid; Mr. Garry David, Vice President of Administration; Ms. Michelle A. Alexander, Director of Institutional Advancement/Executive Director, Vernon College Foundation; Mrs. Shana Drury, Dean of Instructional Services; Ms. Betsy Harkey, Director of Institutional Effectiveness; Mrs. Kristin Harris, Dean of Student Services/Director of Counseling; Mrs. Holly Scheller, Coordinator of Marketing and Community Relations; Mrs. Amanda Raines, Director of Enrollment Management/Registrar; Ms. 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. Guests present were Ms. Kathy McClellan of *KVWC Radio Station*, and Mr. Daniel Walker of the *Vernon Daily Record*.

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

### Consent Agenda

Mrs. Wilson made the motion, seconded by Mr. Ferguson to approve the Consent Agenda containing the *Minutes of the February 12, 2020 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 February 29, 2020*. Mr. Ferguson made the motion, seconded by Mr. Holt, to approve the report as presented. The motion carried unanimously.

### Action Item B

Ms. Wilson made the motion, seconded by Mrs. Pennington to approve the *Certification of Unopposed Candidates* and issue an *Order of Cancellation* for the *Election of Vernon College Board of Trustees Place #1, and Place #2 scheduled to be held on May 2, 2020 cancelled and the unopposed candidates elected – Place # 1 – James Brock and Place #2 – Anne Spears* as presented by Dr. Johnston. The motion carried unanimously.

### Action Item C

Mr. Holt made the motion, seconded by Mrs. Wilson to approve the *Substantive Change for SACSCOC for Cosmetology Program requiring students to a 30-semester credit hour (minimum 1000-clock hour) program instead of a 42-semester credit hour (minimum 1500-clock hour) program* as presented by Mrs. Drury. The motion carried unanimously.

### Action Item D

Mr. Ferguson made the motion, seconded by Mr. Holt to approve the *2020 –2021 Annual Action Plan* as presented by Ms. Harkey. The motion carried unanimously.

### Action Item E

Mr. Holt made the motion, seconded by Mr. Brints to approve the *Tax Resale Deeds* 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 opened the discussion on the Coronavirus. The College has been receiving information from both SACSCOC and the Texas Higher Education Board on

preparations of what to do if we need to shut down, and what would be our contingency plan. The College has put together a specific information sheet from several sources with several links to the employees and students. They are urged to go see the doctor if they feel bad and not wait too late. We do not know how we will be impacted by it all when we return from Spring Break. The College is trying to stay ahead of the game. Our whole team is trying to balance adequate information versus reaction. Instructional Services is working on a contingency plan on a worst-case scenario. We may have to transition to only on-line classes.

Dr. Johnston also informed the Board that Century City Center has been without a café since December. There is now a new small café from Progress and Provisions. The College has had around five vendors who have come and gone. They replace Monarch Dining Service who had to shut down. We are pleased with them so far.

King Farm Annual Update – Mr. David updated the Board with a Profit & Loss statement on the King Farms and presented a letter written by Johnny King, grandson of Dr. King who donated the farms on what has been done on the farms. Mr. Vardeman who leases part of the land for farming is requesting that the College pay for materials for a fence he is wants to build. Mr. David stated he would probably negotiate on the price of the materials.

Title III Update – Dr. Nordone updated the Board on the Title III grant. He reminded the Board of the \$2,239,331.00 is the amount awarded to Vernon College to use over a five-year span. He discussed two strategies – one for faculty, staff and administration to make more data related decisions. Two, to provide positive and intrusive outreach to students. Dr. Nordone stated that the College was almost half way through the fifth year and has received all the money. He commented on the original writers, Dr. Johnston, Michelle Alexander and Betsy Harkey.

Athletic Program video – Mrs. Scheller presented a recruiting video specifically made for the athletic department. The video is a good recruitment tool for those athletic students that want to attend a small campus atmosphere. It shows what Vernon College has to offer.

Student Success Data Fact – Ms. Harkey presented the Vernon College Count Day Snapshot for 2020 Spring and Spring I as this month's student success data fact. The information sorted from the POISE system, lists the total student count enrolled for classes for Spring and Spring I. The report also shows age range, majors, high school location, etc. Student Pathways and Title III use this working document for Student Success and for improving the status of students.

Vernon College 50<sup>th</sup> Anniversary (September 2022) discussion – Dr. Johnston stated some ideas are developing for the 50<sup>th</sup> anniversary, but also wanted the Board to think about what ideas they may have to share. The Celebration will be held on the Vernon campus.

Dr. Johnston presented the Reminder of upcoming events:

- (1) Spring Break – March 16 – 20, 2020 – all campuses
- (2) 25<sup>th</sup> Anniversary/Softball Friends and Family Day – Saturday, March 28, 2020 – Vernon Campus
- (3) Easter Eggstravaganza – Thursday April 2, 2020 – 4:00 - 5:30 p.m. Vernon Campus
- (4) Preview Day – Friday, April 3, 2020 – 9:00 a.m. – 12:00 noon - CCC
- (5) Board of Trustees meeting – Wednesday, April 8, 2020 – 11:30 a.m. Vernon Campus
- (6) Vernon College Foundation Board meeting – Thursday, April 16, 2020 – 10:00 a.m. – CCC
- (7) Scholarship Banquet – Tuesday, April 21, 2020 – 5:30 p.m. Colley Student Center
- (8) Honors Convocation – Thursday, April 23, 2020 – 6:30 p.m. – MPEC/Wichita Falls
- (9) Sports Banquet – Monday, May 4, 2020 – 6:00 p.m. Wilbarger Auditorium
- (10) Commencement – Saturday, May 16, 2020 – 10:30 a.m. Wilbarger Auditorium
  - 9:00 a.m. Rehearsal
  - 10:00 a.m. Board members, faculty, staff, and students prepare for entrance
  - 10:30 a.m. Graduation – All students not ADN
  - 11:15 a.m. Reception
  - 1:15 p.m. ADN Graduation Line Up
  - 2:00 p.m. ADN Graduation
  - TBA ADN reception immediately following pinning

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

Dr. Johnston presented the Minutes from the Faculty Senate meeting of February 14, 2020.

Mr. Holt made the motion, seconded by Mr. Brints 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. Gregory Young, Campus Police – CCC, effective February 24, 2020 with a salary of \$32,575.
2. Robert Blakley, Head Volleyball Coach – Vernon, effective March 2, 2020 with a salary of \$47,622.

B. Retirement

- (1) Debbie Alexander, Coordinator of Veterans Services and Financial Aid – Century City Center, effective February 29, 2020

C. Consider Reappointment of Faculty for 2020-2021

- (1) Faculty Reappointments
- (2) Faculty (pending completion of probation)

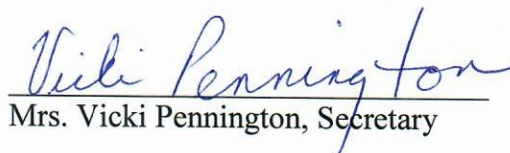
Closed Session: Mrs. Wilson made the motion, seconded by Mr. Ferguson to go into closed session at 12:38 p.m. in accordance with the Texas Open Meetings Act, Texas Government Code, Subchapter 551.074, to discuss personnel or other items under this section of the Texas Government Code, Texas Open Meetings Act. The motion carried unanimously.

Open Session: Mr. Ferguson made the motion, seconded by Mr. Holt, to reconvene at 1:19 p.m. in open session. The motion carried unanimously.

There being no further business Mr. Ferguson made the motion, seconded by Mrs. Wilson to adjourn the meeting at 1:20 p.m. The motion carried unanimously.



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Dr. Todd Smith, Chairman



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Mrs. Vicki Pennington, Secretary