

MINUTES

Regular Meeting
BOARD OF TRUSTEES

Vernon College
December 8, 2021

The Board of Trustees of Vernon College met on Wednesday, December 8, 2021 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. Bob Ferguson – Vice-Chairman, and Mrs. Ann Wilson – Secretary. Other board members in attendance were Mr. Irl Holt, Mrs. Betsy Smith and Mr. James Brock.

Others present were Dr. Dusty Johnston, President; Dr. Elizabeth Crandall, Vice President of Instruction; Mrs. Mindi Flynn, Vice President of Administration; Mrs. Betsy Harkey, Director of Institutional Effectiveness; Mrs. Shana Drury, Dean of Instructional Services; Dr. Donnie Kirk, Director of Quality Enhancement; Mrs. Kristin Harris, Dean of Student Services/Director of Counseling; Mr. Kevin Holland, Director of Campus Police; Mrs. Jeanne Ballard, Director of Financial Aid; Mrs. Holly Scheller, Coordinator of Marketing and Community Relations; Mrs. Jackie Polk, Director of Human Resources; and Ms. Mary King, Administrative Secretary to the President. Guests present were Mr. Joe Bercik and Mr. Seth Tabor of Santa Rosa Telephone Cooperative, Inc. and Mr. Daniel Walker, from *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 November 10, 2021 Regular Board Meeting* and the *President's Monthly Travel Expense Report*. The motion carried unanimously.

Public Comment – No one was present to make comments.

Action Item A

Mrs. Mindi Flynn presented the *Financial and Investment Reports as of November 30, 2021*. Mr. Ferguson made the motion, seconded by Mrs. Smith, to approve the Vernon College year to date monthly financial and investment reports as presented. The motion carried unanimously.

Action Item B

Mrs. Wilson made the motion, seconded by Mr. Brock to approve the *Notice of Filing Period* (January 19 through February 18, 2022) and the *Order of Trustee Election to be conducted May 7, 2022*. Dr. Johnston stated the purpose of this election is for electing one trustee each for Place #2 (currently Betsy Smith)-for four year term to complete Anne Spears original term, Place #3 (Vicki Pennington), and Place #4 (Todd Smith) for full six year terms. The motion carried unanimously.

Action Item C

Mr. Holt made the motion, seconded by Mrs. Smith to approve the *Substantive Change to SACSCOC to Include the Associate of Applied Science (AAS) degree in the Emergency Medical Services (EMS) program* as presented by Mrs. Drury. The motion carried unanimously.

Action Item D

Mr. Brock made the motion, seconded by Mrs. Wilson to approve the *Fiber Internet Access Agreement with Santa Rosa Telephone* as presented by Dr. Johnston. The motion carried unanimously.

Action Item E

Mrs. Smith made the motion, seconded by Mr. Ferguson to review *TASB Legal Policy Updates* and approve *TASB UPDATE 42 Local Policies* as presented by Dr. Johnston.

Action Item F

Mrs. Wilson made the motion, seconded by Mr. Brock to approve the *2022-2026 Strategic Plan* as presented by Mrs. Harkey. The motion carried unanimously.

Action Item G

Dr. Johnston presented two options for the replacement of the vacated Board of Trustee position for Place #3 (Vicki Pennington) as per TASB Policy. The Board may either *Appoint a Replacement for the Vacant Board of Trustee Position OR Conduct a Special Election*. Mr. Holt made the motion, seconded by Mrs. Smith to *Appoint a Replacement* at the next regular board meeting (January 12, 2022). The appointed individual would fill the position until the May 7, 2022 election. If they choose, they could file to run for the position in the May 2022 Election for the 6-year term. The motion carried unanimously.

Action Item H

Mrs. Smith made the motion, seconded by Mr. Holt to approve the six *Tax Resale Deeds* of foreclosure properties held in trust by the City of Vernon and listed in the board packet. The motion carried unanimously.

President's Report/Board Discussion Items – Dr. Johnston gave the Board an update on the purchase of the Ellucian Colleague ERP/SIS (Student Information System). He stated it is moving at a fast pace. It will still take about 18 months to get it in to place. Mrs. Roxie Hill, a former employee will be on board as the ERP/SIS Director when we return after the Christmas break.

Review of 2020-2021 Annual Action Plan Final Summary – Mrs. Betsy Harkey presented the 2020-2021 Annual Action Plan Final Summary stating it is a good business tool and artifact. It ties in to the budget, time and effort, and use for improvement and planning. Dr. Johnston added the annual action plan may be routine, but he ensures it is designed to meet the purpose that keeps us in good standing with every accrediting agency, including SACSCOC; who wants us to be sure we are planning, assessing, and using that assessment for results for improvement, and that we are always taking care of accreditation.

Annual Continuing Education Enrollment Report – Mrs. Drury presented 2020-2021 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 also presented comparison charts by major programs, head count, contact hours, and total enrollment.

Student Success Data Fact – Dr. Donnie Kirk presented a summary of the Spring 2021 Community College Survey of Student Engagement (CCSSE) results as the Student Success data fact for this month. The report utilizes a three-year cohort (2019 through 2021) of participating colleges in all of its data analyses, including the computation of benchmark scores. The survey is administered the 4th and 5th weeks of the Spring academic terms. Dr. Kirk went over the benchmark results for 1) Active and Collaborative Learning, 2) Student Effort, 3) Academic Challenge, 4) Student Faculty Interaction, and 5) Support for Learners.

Dr. Johnston presented the Upcoming College Events:

- (1) College Closed for the Holidays – Friday, December 17, 2021 12:00 noon
- (2) College Re-opens for Spring Semester – Monday, January 3, 2022
- (3) Faculty Return/All Employee Professional Development – Monday, January 10, 2022
- (4) On-site Registration: Vernon: January 11, 2022 – Wichita Falls: January 12-13, 2022
- (5) January Board of Trustees Regular Meeting – Vernon campus – Wednesday, January 12, 2022
- (6) Spring 2022 Classes begin – Tuesday, January 18, 2022
- (7) Vernon College Foundation Quarterly Board Meeting – Vernon – Thursday, January 20, 2022
- (8) TCCTA Conference –Frisco, TX – March 3-5, 2022

Mrs. Drury added the upcoming event of the *Licensed Vocational Nursing* Pinning Ceremony scheduled for December 9, 2021 at 11:00 am at the MPEC in Wichita Falls, Tx.

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

Mr. Brock made the motion, seconded by Mr. Holt to approve the personnel changes as recommended by Dr. Johnston and detailed on item 6 B Personnel Information Sheet. The motion carried unanimously.

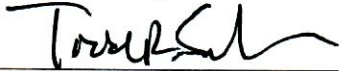
1. Employment
 - a. Roxanne (Roxie) Hill, Director of ERP/SIS, effective February 1, 2022
2. Internal Transfer
 - a. Andrea Sanchez, *To:* Director of Continuing Education *From:* Admissions Clerk – Classified II, effective December 13, 2021
3. Retirement
 - a. Elizabeth (Lisa) Crandall, Vice President of Instructional Services, effective August 31, 2022

Closed Session: Mr. Ferguson made the motion, seconded by Mr. Brock, to go into closed session at 12:41 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. Brock, to reconvene at 1:18 p.m. in open session. The motion carried unanimously.

Action: None

There being no further business Mrs. Wilson made the motion, seconded by Mrs. Smith, to adjourn the meeting at 1:20 p.m.



Dr. Todd Smith, Chairman



Mrs. Ann Wilson, Secretary