

# MINUTES

Board Retreat  
BOARD OF TRUSTEES

Vernon College  
July 13, 2022

The Board of Trustees of Vernon College met on Wednesday, July 13, 2022 at 8:30 a.m. in the *Board Room* of the *Osborn Administration Building*, Vernon, Texas with the following present: Mr. Bob Ferguson – Chairman, Mrs. Ann Wilson – Vice Chairman, and Mrs. Betsy Smith – Secretary. Other board members in attendance were Mr. James Brock, Mrs. Jamie Chapman, Mr. Irl Holt, and Mrs. Meg Heatly.

Others present were Dr. Dusty Johnston, President; Mrs. Mindi Flynn, Vice President of Administration; Dr. Criquett Scott Chapman, Vice President of Student Services; Mrs. Kelly Peterson Miller, Director of Student Success; Mr. Kevin Holland, Director of Campus Police; Mr. Ken Boatman, Police Officer; and Mrs. Mary King, Administrative Secretary to the President.

The Board toured the Vernon Campus buildings including labs led by Mrs. Shana Drury, Vice President of Instructional Services. Then the Board toured the softball field, baseball field, and the rodeo arena.

Following the tour, Dr. Johnston began with the discussion of Retreat Agenda items.

Topics reviewed and discussed were:

- 2022 Board Self-Reflection Survey – Dr. Johnston
  - Board Policy review BBC (LEGAL)
  - Participation in National Associations/Conferences
  - Operations
  - Facilities
- Vernon College Police operations/safety – Kevin Holland/Kenneth Boatman - Presentation
- Student Success/Advising – Dr. Criquett Scott-Chapman/Kelly Peterson Miller - Presentation
- Legislative Commission on Community College Finance
- 2022-2023 Draft 4 Budget review – Dr. Johnston
- Tax Rate Review – Dr. Johnston
  - Tax Rate Review
  - Effective rate – “no new revenue tax rate”
  - Roll back rate – “voter-approval rate”
  - Tax Levy

Adjourned for lunch.

# MINUTES

## Regular Meeting BOARD OF TRUSTEES

Vernon College  
July 13, 2022

The Board of Trustees of Vernon College met on Wednesday, July 13, 2022 at 1:00 p.m. in the *Board Room* of the *Osborne Administration Building* in Vernon, TX with the following present: Mr. Bob Ferguson – Chairman, Mrs. Ann Wilson – Vice Chairman, and Mrs. Betsy Smith – Secretary. Other board members in attendance were Mr. James Brock, Mrs. Jamie Chapman, Mr. Irl Holt, and Mrs. Meg Heatly.

Others present were Dr. Dusty Johnston, President; Mrs. Mindi Flynn, Vice President of Administration; Mrs. Shana Drury, Vice President of Instructional Services; Dr. Elizabeth Crandall, Vice President of Instruction (retiring); Dr. Criquett Scott Chapman, Vice President of Student Services; Mrs. Kristin Harris, Dean of Student Services; Ms. Michelle Alexander, Director of Institutional Advancement/Executive Director, Vernon College Foundation; Mrs. Kelly Peterson Miller, Director of Student Success; Mrs. Jackie Polk, Director of Human Resources; Dr. Brad Beauchamp, Director of Institutional Assessment, Planning and Effectiveness; Mr. Kevin Holland, Director of Campus Police; and Mrs. Mary King, Administrative Secretary to the President. Guest present was Mr. Bill Humphrey from the *Vernon Daily Record*.

Chairman Ferguson called the meeting to order at 1:00 p.m.

### Consent Agenda

Mr. Holt made the motion, seconded by Mrs. Wilson to approve the Consent Agenda containing the *Minutes of the June 8, 2022 Regular Board Meeting* and the *President's Monthly Travel Expense Report*. There was one correction by Mr. Holt to correct the name of the Board member who chaired the meeting from Chairman Smith, to Chairman Ferguson in the June 8 minutes. The motion carried unanimously.

Public Comment – No one was present to make comments.

### Action Item A

Mindi Flynn presented the *Financial and Investment Reports as of June 30, 2022*. Mrs. Wilson made the motion, seconded by Mr. Holt, to approve the report as presented. The motion carried unanimously.

### Action Item B

Mr. Holt made the motion, seconded by Mrs. Chapman to approve the 2022-2023 Handbook/Manual Updates and Revisions as listed on the agenda and presented by Dr. Johnston. The motion carried unanimously.

### Action Item C

Mrs. Smith made the motion, seconded by Mrs. Wilson to approve the College President's finalization of the listed 2022-2023 I.S.D. contracts, once enrollment is finalized. The motion carried unanimously.

### Action Item D

Mr. Holt made the motion, seconded by Mrs. Chapman to approve the resale of the listed tax foreclosure properties held in trust by the City of Vernon as listed and presented by Dr. Johnston. The motion carried unanimously.

### President's Report/Board Discussion Items

#### Board Comments/Discussion –

Dr. Johnston commented on the morning retreat. The tour went well and it was an opportunity to show the Board the entire campus. He commended the work of the maintenance staff, including grounds and custodial crews.

2022-2023 Budget and Tax Appraisal and Tax Rate Discussions – Dr. Johnston presented Draft 4 of the 2022-2023 budget. It is based on WCAD certified appraisal data and on the estimated no new revenue tax rate, formally known as the effective rate which is an estimate of .0216908 which is about 3 cents less than last year.

He noted that the budget is almost balanced and will be by the August meeting. The Board discussed an additional 1.5% salary increase, for a total of 3%. The President stated that the necessary re-calculations will be done to make this possible.

Annual Planning Calendar review– Dr. Beauchamp presented the Annual Planning Calendar and explained how it is used to guide us through our processes and practices throughout the year. The green color used on the calendar shows the Board’s roll.

Dr. Johnston presented the Discipline /Program Evaluation Summary.

Dr. Johnston presented the Upcoming College Events:

- (1) Vernon Police Academy Badging—Thursday, July 14, 2022 – 6:00 pm – Wilbarger Auditorium
- (2) Vernon College Foundation Board Meeting – Thursday, July 21, 2022 – 10:00 am – Vernon Campus
- (3) “Regular” Office Hours begin – 8:00 am Monday, August 1, 2022
- (4) LVN Pinning – Thursday, August 4, 2022 – 11:00 am—MPEC
- (5) Surgical Technology Pinning—Saturday, August 6, 2022 – 11:00 am—MPEC
- (6) Fall Semester Kickoff for all Faculty & Staff – Monday, August 15, 2022
- (7) Registration On-Site – August 16-18, 2022
- (8) Classes begin – August 22, 2022
- (9) Labor Day Holiday – September 5, 2022

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

Mr. Brock made the motion, seconded by Mrs. Wilson to approve the Personnel Changes as recommended by Dr. Johnston and detailed on item 6 B Personnel Information Sheet including the *Issuance of Vernon College Employee Contracts for 2022-2023* . The motion carried unanimously.

1. Internal Transfer
  - a. Bettye Hutchins, to Dean of Instructional Services *from* History Instructor effective June 13, 2022
  - b. Jason Jenkins, to Athletic Director/Head Athletic Trainer *from* Athletic Trainer effective August 1, 2022
2. Employment
  - a. Tabitha Ramirez, Custodial Technician – Vernon Campus, effective June 16, 2022
  - b. Devonte Edwards, Custodial Technician – Vernon Campus, effective June 16, 2022
  - c. Brian Reagan, Custodial Technician – Vernon Campus, effective June 16, 2022
  - d. Ryan Ferguson, Classified II, Faculty Assistant – Nursing – Century City Center, effective June 21, 2022
  - e. April Maldonado, Classified II/Administrative Assistant-Student Success, effective June 27, 2022
  - f. Steven “Brett” Wilson, Maintenance Supervisor – Century City Center, effective July 6, 2022
3. Resignation
  - a. Kailyn Martin, Admissions Specialist, effective July 8, 2022
  - b. Marty Eakin, Rodeo Coach, effective July 29, 2022
  - c. Melanie Milner, ADN Instructor – effective August 12, 2022
  - d. Amy Costello, ADN Instructor – effective August 31, 2022
4. Retirement
  - a. Julie Myers-Kuhn, Athletic director/Kinesiology Instructor – effective August 31, 2022

Closed Session: Mr. Brock made the motion, seconded by Mr. Holt, to go into closed session at 2:00 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. Brock made the motion, seconded by Mrs. Smith, to reconvene at 2:30 p.m. in open session. The motion carried unanimously.

Action: None

There being no further business Mr. Holt made the motion, seconded by Mrs. Wilson to adjourn the meeting at 2:32 p.m.

Absent 8-10-22  
Mr. Bob Ferguson, Chairman

Ann Wilson 8-10-22  
Mrs. Ann Wilson, Vice Chairman

Betsy Smith 8-10-22  
Mrs. Betsy Smith, Secretary