

MINUTES

Regular Meeting

BOARD OF TRUSTEES

Vernon College

December 18, 2013

The Board of Trustees of Vernon College met on Wednesday, December 18, 2013 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. Gene Heatly, Vice-Chairman and Mrs. Vicki Pennington, Secretary. Other Board members in attendance were, Mr. Norman Brints, Mr. Bob Ferguson, Mr. Irl Holt, and Mrs. Joanie Rogers.

Others present were Dr. Dusty R. Johnston, President, and Deans Dr. Gary Don Harkey, Mr. Joe Hite, Mr. Garry David and Mr. John Hardin, III. Also present were: Ms. Michelle A. Alexander, Director of Institutional Advancement/Executive Director, Vernon College Foundation; Mrs. Betsy Harkey, Director of Institutional Effectiveness; Dr. Karen Gragg, Division Chair of Math & Science; Ms. Shana Munson, Associate Dean, Career & Technical Education; Mrs. Melissa Elliott, Director of Financial Aid; Mr. Chris Bell, Director of Campus Police; Mrs. Christie Lehman, Coordinator of Marketing & Alumni Relations; Mrs. Criquett Lehman, Director of Quality Enhancement; Mrs. Mindi Flynn, General Ledger Accountant; and Ms. Mary King, Administrative Secretary to the President. Guests present were Mr. Mark Fleming of *Edgin, Parkman, Fleming, and Fleming, PC of Wichita Falls*, and Mr. Mike Chacanaca, from *The Vernon Daily Record*.

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

Consent Agenda

Mrs. Pennington made the motion, seconded by Mr. Heatly to approve the Consent Agenda containing the *Minutes of the November 20, 2013 Board of Trustees Regular Meeting* and the *President's Monthly Travel Expense Report*. The motion carried unanimously.

Action Item A

Mr. Garry David presented the *Financial and Investment Reports as of November 30, 2013*. Mr. Brints 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 Mr. Ferguson to *Accept the 2012-2013 Audit Prepared by Edgin, Parkman, Fleming, and Fleming, PC of Wichita Falls, TX* as presented by Mr. Mark Fleming. The motion carried unanimously.

Action Item C

Mr. Holt made the motion, seconded by Mrs. Pennington to approve to *Reinstate Three Associate of Applied Science Programs* as presented by Dr. Johnston. The motion carried unanimously.

Public Comment – No one was present to make comments.

President's Report/Board Discussion Items

Information Technology Update – Dr. Johnston commented on the report previously sent to the board regarding the IT contract with Run Business Solutions. This is the second year of a three-year contract and the President stated he is pleased with the work handled under this agreement. Because of the Century City Center expansion and several grants, the company is providing maintenance service to more than 900 computers compared to 600 machines three years ago. Dr. Johnston stated that the College is in the process of developing the RFP for the next three-year contract.

Endowment Scholarship Funds transfer – Dr. Johnston reported Michelle Alexander is still gathering some policies and will hopefully have a draft to look at and discuss at the January meeting.

Student Success Data Fact Sheet – Mrs. Harkey presented the Student Success Data fact sheet with information from the Texas Higher Education Almanac. She stated that some of this information will be contained in the annual president's report. The Coordinating Board sends this publication to legislators, the budget boards and on their web site. The data compares Vernon College to Texas Community Colleges. The data presented showed the board the areas in which the Vernon College outranks Texas Community Colleges by quite a few percentage points. This data highlights graduation and persistent rates and allows us to gauge how we are doing compared to other Texas community colleges. We have placed a tremendous amount of emphasis on advising and helping students towards graduation.

Athletic Scholarship Award Report – Mr. Hardin presented the Fall 2013 scholarship award report stating we are right on target and hope the Spring semester turns out the same in order to award those scholarships to our athletes.

QEP Annual Progress Report Update – Mrs. Lehman presented the progress report stating Vernon College is required to report to SACS as part of our fifth year interim report which will be next September. Each institution is required by SACS to have a quality enhancement plan. As a reminder, ours is aimed at increasing student learning through improved engagement by transforming curriculum and instruction. This includes providing professional development to all faculty and staff by creating a technology rich environment. One of the highlights this year is our Community College Survey of Student Engagement (CCSSEE) data showing improvement in all benchmarks.

Dr. Johnston presented the Upcoming College Events:

- (1) College Closed for the Holiday – Friday, December 20, 2013 12:00 noon
- (2) College Re-opens for Spring Semester – Monday, January 6, 2014
- (3) Faculty Return/All Employee Professional Development – Monday, January 13, 2014
- (4) Classes Begin – Tuesday, January 21, 2014
- (5) January Board of Trustees Meeting – Wednesday, January 15, 2014
- (6) TACC Quarterly President's Meeting – Austin, TX – Wednesday, January 22, 2014
- (7) TCCTA Conference – San Antonio, TX – February 6-8, 2014

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

Dr. Johnston presented the Minutes from Faculty/Staff/Student Organizations:

- (1) Vernon College Student Government Association Meeting
- (2) Vernon College Employees Forum Meeting

Personnel –

Mr. Ferguson made the motion, seconded by Mrs. Rogers to approve the following personnel actions. The motion carried unanimously.

A. Employment/Stipends

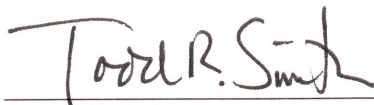
- (1) Alexandria Gilmore, Biology Instructor – Century City Center, effective January 13, 2014 with an annual salary of \$39,188.
- (2) Approval of \$3000 stipends for Associate Degree Nursing faculty and director paid from the Nursing Shortage Reduction Grant from the state of Texas.

Closed Session: Mr. Ferguson made the motion, seconded by Mr. Heatly to go into closed session at 12:19 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. Heatly to reconvene at 12:51 p.m. in open session. The motion carried unanimously.

Action – None

There being no further business Chairman Smith adjourned the meeting at 12:55 p.m.



Dr. Todd Smith, Chairman



Mrs. Vicki Pennington, Secretary