

MINUTES

Regular Meeting BOARD OF TRUSTEES

Vernon College
September 28, 2011

The Board of Trustees of Vernon College met on Wednesday, September 28, 2011 at 11:30 a.m. in Board Room of the *Osborne Administration Building* for a Regular Board Meeting with the following present: Mr. Gene Heatly, Chairman; Mr. Bob Ferguson, Vice-Chairman; Mr. Norman Brints, Secretary. Other board members in attendance: Mr. Curtis A. Graf, Mrs. Sylvia G. Mahoney, Mrs. Vicki Pennington, and Dr. Todd Smith.

Others present were Dr. Dusty Johnston, President, and Deans: Mr. Garry David, Mr. John Hardin, III, Mr. Joe Hite, and Dr. Gary Don Harkey. 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 and Science; Mrs. Criquett Lehman, Director of Quality Enhancement; Mrs. Shana Munson, Associate Dean, Career & Technical Education; Mrs. Melissa Elliott, Director of Financial Aid; Mr. Chris Bell, Director of Campus Police; Mrs. Sarah Davenport, Assistant Registrar; and Ms. Mary King, Administrative Secretary to the President. Guests: Mr. Taylor Steward, President, *Vernon College Student Government Association*; Mr. Rick Sims of *Bundy, Young, Sims & Potter, Inc.*, and Mrs. Kathy McClellan, from *The Vernon Daily Record*.

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

Mr. Ferguson made the motion, seconded by Mr. Graf to accept the *Minutes of the August 17, 2011 Board Regular Meeting* as presented. The motion carried unanimously.

Action Item A

Mr. Garry David presented the *Financial and Investment Reports as of August 31, 2011*. Mr. Brints made the motion, seconded by Dr. Todd Smith to accept the report as presented. The motion carried unanimously.

Action Item B

Mrs. Mahoney made the motion, seconded by Mr. Ferguson to approve the lowest bid from Ratcliff Constructors, LP of Addison, Texas for the *Proposal for the Century City Center renovation project* as presented by Dr. Johnston. The bid consists of a base cost of \$5,297,000 plus \$275,000 for recapturing used space, \$337,000 for additional classrooms/offices/computer lab, \$98,000 for a canopy over the northwest entrance/main entryway, \$132,000 for electronic access hardware/keyless entry, and \$7,500 for a ceramic tile wall finish at the stairway for a total of \$6,146,500. The motion carried unanimously.

Action Item C

Mrs. Pennington made the motion, seconded by Mr. Ferguson to approve the *Proposal for Information Technology upgrade* submitted by RUN Business Solutions at a cost of \$186,748. The motion carried unanimously.

Action Item D

Dr. Smith made the motion, seconded by Mr. Brints to approve the *Resolution supporting the Vernon College Law Enforcement Academy* as presented. The motion carried unanimously.

Action Item E

Mr. Brints made the motion, seconded by Mrs. Pennington to approve the *Workers Compensation Plan* as presented. The motion carried unanimously.

Action Item F

Mr. Brints made the motion, seconded by Mr. Graf to approve the *Wilbarger County Appraisal District's 2012 Budget and the 2011 Wilbarger County Collections* as presented. The motion carried unanimously.

Action Item G

Mr. Graf made the motion, seconded by Dr. Smith to approve a “*Special Population*” and to offer “*Zero*” tuition Continuing Education classes/Pre-service/In-service training during 2011-2012 school year to Windthorst Volunteer Fire Department as presented. The motion carried unanimously.

Action Item H

Mr. Ferguson made the motion, seconded by Mr. Graf to approve to *Accept Bid for Parcel of Land from the Vernon campus*. Only one bid was received and it was from Braum’s to purchase 20,895 square feet of a parcel of college land for a price of \$50,000. The motion carried unanimously.

Public Comment – No one was present to make comments.

President’s Report/Board Discussion Items:

The President reported that the Century City renovation is a great project for the college and the expected completion date is July 15, 2012.

Dean Hite gave an enrollment update for the fall 2011 semester with a count of 3,252 students.

Mrs. Pennington and Dr. Smith reported on the THECB Student Success Meeting that they and Dr. Johnston attended on July 31- August 2, 2011.

Dean Dr. Harkey gave an Academic Advising update. CSA center schedules are being developed for the spring. Approximately 850 academic transfer students attended CSA centers in the fall. Dr. Johnston stated that this practice is being used to increase student success.

Dr. Johnston reported on the Student Success by the Numbers program. Vernon College was selected to participate in a program for student success practices. Consultants visited the campus and interviewed faculty and staff to find out what we were doing in regard to student success practices. We had a good exit interview and will receive a written report soon and we will have the chance to participate in a workshop next year.

Dr. Johnston pointed out the upcoming events:

- (1) Region V Athletic Meeting, Abilene, TX – September 21-22, 2011
- (2) TACCTA Conference, Dallas, TX – October 12, 2011
- (3) Vernon College Police Academy Graduation, Skills Training Center – October 7, 2011 7:00
- (4) Vernon College Rodeo, Vernon, TX – October 6-8, 2011
- (5) ACCT Leadership Conference, Dallas, TX – October 12-15, 2011
- (6) Vernon College Sports Day, Vernon Campus – October 13, 2011
- (7) Vernon College Regular Board Meeting, Vernon Campus – October 19, 2011
- (8) Vernon College Foundation Annual Board Meeting, Vernon Campus – October 20, 2011
- (9) Vernon College Skills Training Center Partners Reception – October 20, 2011
- (10) TACC Quarterly meeting, Austin, TX – October 26, 2011

Dr. Johnston also mentioned two other events not listed:

October 19, a tree dedication to Hub Colley, past board member will take place at 1:00 p.m. in front of the Colley Building.

October 15, a dedication and baseball game at 1:30 p.m. at the newly renovated Bob and Anna Wright Chaparral Field.

Dr. Johnston also commented on the current Employee Giving Campaign, a fundraising vehicle designed to encourage employee participation in foundation giving. Currently participation is at 40% and several departments have achieved 100% of their staff. The ideal goal is 100% employee participation.

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

Dr. Johnston presented the minutes from the Faculty/Staff/Student Organizations –

- (1) Student Forum Meeting Minutes

Mr. Ferguson made the motion, seconded by Mr. Graf to approve the following employments. The motion carried unanimously.

Employment

- (1) Tanya Beauregard, A D N Instructor – CCC, effective August 8, 2011 with an annual salary of \$36,941.
- (2) Sharon Dean, A D N Instructor – CCC, effective August 15, 2011 with an annual salary of \$36,394.
- (3) Larry Jones, Maintenance Specialist – Vernon, effective September 8, 2011 with an annual salary of \$27,616.
- (4) Kelly Soerens, Classified II, Library Associate – CCC, effective September 14, 2011 with an annual salary of \$20,371.
- (5) Shelly Baldwin, Classified III, Accounts Payable – Vernon, effective September 22, 2011 with an annual salary of \$22,251.
- (6) Jamie Buchanan, A D N Instructor – CCC, effective September 26, 2011 with an annual salary of \$39,775.
- (7) Kaylee Covey, Classified II, Admission and Records Clerk – Vernon, effective October 3, 2011 with an annual salary of \$20,371.

Mrs. Sylvia Mahoney made the motion, seconded by Dr. Smith to approve the following internal transfers. The motion carried unanimously.

Internal Transfer

- (1) Toni Bell, *transfer to* Classified III, Human Resources – Vernon, *from* Classified II, Financial Aid Administrative Clerk, effective September 21, 2011 with an annual salary of \$22,923.
- (2) Jessie Holcomb, *transfer to* Classified II, Financial Aid Administrative Clerk – Vernon, *from* Custodial Technician, effective October 3, 2011 with an annual salary of \$20,371.

Mrs. Pennington made the motion, seconded by Dr. Smith to approve the following resignations, terminations and retirement. The motion carried unanimously.

Resignation

- (1) Chad Mueller, Political Science Instructor – CCC, effective August 22, 2011
- (2) Angie Moore, Classified III, Human Resources – Vernon, effective September 9, 2011

Termination

- (1) Keta Jolly, Classified II, Admission and Records Clerk – Vernon, effective August 15, 2011
- (2) Gary Raschke, Maintenance Specialist – Vernon, effective August 31, 2011.

Retirement

- (1) Romona Vaughan, Director of Tech Prep, effective August 31, 2011.

There being no further business Chairman Heatly adjourned the meeting at 12:35 p.m.

Mr. Gene Heatly, Chairman

Mr. Norman Brints, Secretary