

MINUTES

Regular Meeting BOARD OF TRUSTEES

Vernon College
September 22, 2010

The Board of Trustees of Vernon College met on Wednesday, September 22, 2010 at 11:30 a.m. in the Board Room of the *Osborne Administration Building* with the following present: Mr. Gene Heatly, Chairman, Mr. Norman Brints, Secretary. Other board members in attendance: Mr. Curtis A. Graf, Mrs. Sylvia G. Mahoney, and Mrs. Vicki Pennington. Absent: Mr. Bob Ferguson, Vice-Chairman.

Others present were Dr. Dusty Johnston, President, and Deans: Dr. Gary Don Harkey, Mr. Joe Hite, Mr. Garry David, Mr. John Hardin, III. Also present were: Ms. Michelle A. Alexander, Director of Institutional Advancement and Executive Director, Vernon College Foundation; Mr. Bob Bolton, Associate Dean Administrative Services; Mrs. Betsy Harkey, Director of Institutional Effectiveness; Mrs. Shana Munson, Associate Dean, Career & Technical Education; Mrs. Michelle Wood, Director of Continuing Education; Mrs. Haven David, Director of Human Resources; Mrs. Christie Lehman, Coordinator of Marketing & Alumni Relations; Mrs. Criquett Lehman, Director of Quality Enhancement Plan (QEP); Mrs. Melissa Elliott, Director of Financial Aid; Mrs. Lois Jablonski, General Ledger Accountant; Mrs. Sarah Davenport, Assistant Registrar; Ms. Mary King, Administrative Secretary to the President; and Ms. Kathy McClellan, of *The Vernon Daily Record*.

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

Mrs. Mahoney made the motion, seconded by Mr. Graf, to accept the *Minutes of the August 25, 2010 Regular Meeting* as presented. Dr. Johnston noted the incorrect naming of Mr. Curtis would be corrected to read Mr. Graf and that this correction will be noted in the original minutes. The motion carried unanimously.

Action Item A

Mr. Garry David presented the *Financial and Investment Reports as of August 31, 2010*. Mr. Brints made the motion, seconded by Mr. Graf to accept the report as presented. The motion carried unanimously.

Action Item B

Mr. Brints made the motion, seconded by Mr. Graf, to approve the resolution setting the 2010 Vernon College tax rate at the effective rate of 22.6720 cents per \$100 of appraised property as presented. The motion carried unanimously.

Action Item C

Mrs. Mahoney made the motion, seconded by Mrs. Pennington, to approve the resolution supporting the Vernon College Law Enforcement Academy as presented. The motion carried unanimously.

Action Item D

Mrs. Pennington made the motion, seconded by Mr. Graf, to approve the proposed Vernon College Employee Tuition and Institutional Service Fee Exemption Policy and supporting guidelines with the understanding that this policy supersedes any previous policy or guidelines. The motion carried unanimously.

Action Item E

Mrs. Mahoney made the motion, seconded by Mr. Brints, to approve the updated and revised *2010-2011 Vernon College Employee Handbook*. The motion carried unanimously.

Public Comment – No one was present to make comments.

President's Report/Board Discussion Items:

Dr. Johnston reported that the baseball field in Vernon and the Skills Training Center in Wichita Falls renovation projects are going well. He noted that he held five one-hour sessions in Wichita Falls to collect ideas from employees about the Century City Center renovations. A list of those suggestions and ideas will be shared at the next meeting.

Mr. Hite reported that the Fall Enrollment Report showed a count of 3,167 students. He noted that 660 of those students are taking classes at the Vernon Campus. He also reported the contact hours have increased: 583,744 compared to 566,464 last year.

Dr. Johnston reported that the restructuring of the Governance thru Committees List is still in the works.

Mrs. Criquett Lehman presented an update of the Academic Advising Task Force explaining that they developed an advising process, including a resource guide, to be used by course schedule advisers to effectively assist students with their academic course schedules. All faculty will be considered course schedule advisors and will begin training this fall. Dr. Johnston explained that this committee has worked hard for the last six or seven months under Mrs. Lehman's leadership to develop this process and resource guide for our advising program.

Dr. Johnston referred the Board to the upcoming events:

- (1) Region V Athletic Meeting, Abilene, TX – September 22-23, 2010
- (2) THECB Regional Roundtable, Dallas, TX – September 29, 2010
- (3) VC Sports Day, Vernon Campus – October 14, 2010
- (4) Vernon College Regular Board Meeting, Vernon Campus – October 20, 2010
- (5) Vernon College Foundation Annual Board Meeting, Century City Center – October 21, 2010
- (6) Vernon College Rodeo Schedule - Exhibit
- (7) Vernon College Lady Chaps Volleyball Schedule - Exhibit

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

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

- (1) SGA Meeting Minutes – September 7, 2010
- (2) Surgical Tech Meeting Minutes –
 - a) September 3, 2010
 - b) September 10, 2010
- (3) Student Forum Minutes – September 2, 2010

Personnel:

Mrs. Mahoney made the motion, seconded by Mr. Graf, to accept the resignation of Karissa Caldwell, Secretary – Nursing – Century City Center effective August 26, 2010. The motion carried unanimously.

Mr. Graf made the motion, seconded by Mr. Brints to accept the employment of Bryan Covington, Custodial Technician – CCC & STC, effective September 19, 2010 with an annual salary of \$19,845. The motion carried unanimously.

Closed Session: Mr. Brints made the motion, seconded by Mr. Graf 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. The motion carried unanimously.

Open Session: Mrs. Mahoney made the motion, seconded by Mr. Graf to reconvene at 1:01 p.m. in open session. The motion carried unanimously.

Action: No action was taken.

There being no further business Chairman Heatly stated that the meeting adjourned at 1:03 p.m.

Mr. Gene Heatly, Chairman

Mr. Norman Brints, Secretary