

MINUTES

Regular Meeting

BOARD OF TRUSTEES

Vernon College

December 17, 2014

The Board of Trustees of Vernon College met on Wednesday, December 17, 2014 at 11:30 a.m. in the *Board Room* of the *Osborne Administration Building*, Vernon, Texas with the following present: Dr. Todd Smith, Chairman, and Mr. Norman Brints, Vice-Chairman. Other board members in attendance were Mr. Irl Holt, Mrs. Joanie Rogers, and Mrs. Anne Spears. Absent were Mrs. Vicki Pennington, Secretary, and Mr. Bob Ferguson.

Others present were Dr. Dusty R. Johnston, President, Deans: Garry David, Dr. Gary Don Harkey, John B. Hardin, III, and Joe Hite. Also present were: Ms. Michelle A. Alexander, Director of Institutional Advancement/Executive Director, Vernon College Foundation; Mrs. Betsy Harkey, Director of Institutional Effectiveness; Ms. Shana Munson, Associate Dean of Instructional Services; Mr. Chris Bell, Director of Campus Police; Ms. Christina Feldman, Director of Continuing Education; Mrs. Mindi Flynn, General Ledger Accountant; Mrs. Christie Lehman, Coordinator of Marketing & Alumni Relations; Ms. Criquett Lehman, Director of Quality Enhancement; and Ms. Mary King, Administrative Secretary to the President. Guests present were Mr. Mark Fleming, CPA of *Edgin, Parkman, Fleming & Fleming, PC*, and Mr. Daniel Walker, from *The Vernon Daily Record*.

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

Consent Agenda

Mr. Brints made the motion, seconded by Mr. Holt to approve the Consent Agenda containing the *Minutes of the November 19, 2014 Regular Board Meeting* and the *President's Monthly Travel Expense Report*. The motion carried unanimously.

Action Item A

Dean David presented the *Financial and Investment Reports as of November 30, 2014*. Mrs. Spears made the motion, seconded by Mrs. Rogers to approve the report as presented. The motion carried unanimously.

Action Item B

Mr. Brints made the motion, seconded by Mrs. Rogers to *Accept the 2013-2014 Audit Prepared by Edgin, Parkman, Fleming, and Fleming, PC* of Wichita Falls as presented by Mr. Mark Fleming, CPA. The motion carried unanimously.

Action Item C

Mr. Holt made the motion, seconded by Mr. Brints to authorize the *Vernon College President and Chief Financial Officer to Approve Herring Bank Visa Card Applications for Vernon College Employees*. The motion carried unanimously.

Public Comment – No one was present to make comments.

Annual Continuing Education Enrollment Report – Ms. Shana Munson presented the report reviewing comparison charts for 2012-13 and 2013-14 by program, headcount increase or decrease, and contact hours, for continuing education classes funded by the state and non-funded continuing education classes.

Student Success Data Fact – Mrs. Betsy Harkey presented a screenshot of the Texas Higher Education Coordinating Board (THECB) public website. She noted that much of our data is gathered from this website. Vernon College submits a lot of information to THECB, which is calculated into different factors and shared with our colleagues, other institutions and legislators. We use this important site to update and benchmark

our key performance indicators and accountabilities. We also use the data for grants, marketing and recruiting, and comparisons.

Athletic Scholarship Award Report – Dean Hardin presented the end of semester scholarship awards report for Rodeo, Baseball, Softball and Volleyball. This report shows the amount each used for the fall and the balance for the spring. All of the sports are within their budgets for this time of the year.

Dr. Johnston mentioned he picked up some board information handouts at the Texas Coordinating Board training session in November in Austin for the Board's use.

Dr. Johnston stated he, Dr. Harkey, Betsy Harkey, Betty Hutchins and Criquet Lehman attended the SACSCOC annual conference in Nashville, Tennessee. There were a number of breakout sessions including a day of seminars for presidents from throughout the region.

Dr. Johnston presented the Upcoming Events:

- (1) College Closed for the Holidays – Friday, December 19, 2014 12:00 noon
- (2) College Re-opens for Spring Semester – Monday, January 5, 2015
- (3) Faculty Return/All Employee Professional Development – Monday, January 12, 2015
- (4) Vernon College Foundation Quarterly Board Meeting–Vernon campus–Thursday, January 15, 2015
- (5) Classes Begin – Tuesday, January 20, 2015
- (6) January Board of Trustees Regular Meeting – Vernon campus – Wednesday, January 21, 2015
- (7) TACC Quarterly President's Meeting – Austin, TX – Wednesday, January 21, 2015
- (8) Vernon College Employees will host the FAITH Family plus Monthly Meal at the Vernon Boy's and Girl's Club – Vernon – Thursday, January 29, 2015
- (9) TCCTA Conference – Dallas, TX – February 19-21, 2015

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

Personnel – There were no personnel actions to approve.

Closed Session: Mr. Holt made the motion, seconded by Mr. Brints to go into closed session at 12:33 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: Mrs. Rogers made the motion, seconded by Mr. Holt to reconvene at 12:55 p.m. in open session. The motion carried unanimously.

Action – None

There being no further business Dr. Smith adjourned the meeting at 1:00 p.m.



Dr. Todd Smith, Chairman



Mrs. Vicki Pennington, Secretary