

# MINUTES

Regular Meeting

## BOARD OF TRUSTEES

Vernon College

April 15, 2015

The Board of Trustees of Vernon College met on Wednesday, April 15, 2015 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. Norman Brints, Vice-Chairman and Mrs. Vicki Pennington, Secretary. Other board members in attendance were Mr. Irl Holt, Mr. Bob Ferguson, Mrs. Joanie Rogers, and Mrs. Anne Spears. Others present were Dr. Dusty R. Johnston, President, Deans: Mr. Garry David, Dr. Gary Don Harkey and Mr. John Hardin, III. Also in attendance were Ms. Michelle A. Alexander, Director of Institutional Advancement/Executive Director, Vernon College Foundation; Mrs. Shana Drury, Associate Dean of Instructional Services; Mrs. Betsy Harkey, Director of Institutional Effectiveness; 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. Guest present was Mr. Mike Chacanaca of the *Vernon Daily Record*.

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

### Consent Agenda

Mr. Ferguson made the motion, seconded by Mr. Brints to approve the Consent Agenda containing the *Minutes of the March 11, 2015 Regular Board Meeting* and the *President's Monthly Travel Expense Report*. The motion carried unanimously.

### Action Item A – Consider approval of the *Financial and Investment Reports as of March 31, 2015*.

Mr. Brints made the motion, seconded by Mr. Ferguson to approve the reports as presented by the Chief Financial officer. The motion carried unanimously.

### Action Item B – Consider approval to *Increase in Off-site Course Offerings Leading to a Substantive Change Notification to SACSCOC*.

Mr. Holt made the motion, seconded by Mrs. Rogers to approve the offering, over a two-year period, a delivery mode of more than 25% and less than 50% of the Associate of Arts, Associate of Science and Associate of Arts in Teaching degrees through on-site dual credit courses included in the Vernon College core curriculum at:

- Crowell High School
- Iowa Park High School
- S. H. Rider High School
- Wichita Falls High School
- Vernon High School

and, approve submission of this information to SACSCOC as a substantive change notification, as presented by Dr. Johnston. The motion carried unanimously.

### Action Item C – Consider approval to *Proposed Tuition and Fee rates for Active Duty Military for 2015-2016*.

Mrs. Pennington made the motion, seconded by Mr. Brints to exempt active duty military personnel from board approved institutional service fees (ISF) effective 2015 Fall semester, as presented by Dr. Johnston. The motion carried unanimously.

### Action Item D – Consider approval of *Zero Tuition for Cosmetology Seminar*.

Mr. Ferguson made the motion, seconded by Mr. Holt to approve to declare participants in the Cosmetology professional development on March 9, 2015 as a “special population” and to offer “zero” tuition for continuing education courses, as presented by Dr. Johnston. The motion carried unanimously.

Action Item E – Consider approval of the following Continuing Education Proposals –

- (1) *Summer 2015 Continuing Education/2015 Kids College Schedule, Tuition, and Fees*
- (2) *Authorizing the Associate Dean of Instructional Services to set tuition for additional Continuing Education/Workforce courses as needed during this time period (Summer).*

Mrs. Pennington made the motion, seconded by Mrs. Spears to approve the Summer 2015 Continuing Education and Training schedule with proposed tuition and fees, 2015 Kids College schedule with proposed tuition and fees, and authorize the Associate Dean of Instructional Services to set tuition and fees for any additional classes that may develop during the summer term, as presented by Dr. Johnston. The motion carried unanimously.

Action Item F – Consider approval of *Tax Resale Deeds*.

Mrs. Spears made the motion, seconded by Mr. Ferguson to approve the resale bids and quitclaim deeds for properties held in trust by the taxing entities located at 2431 Violet and 2120 Maiden, Vernon, TX for the bid amount of \$500, as presented by Dr. Johnston. The motion carried unanimously.

Public Comment – No one was present to make comments.

Board Input/Discussion – Mrs. Pennington handed out a Xerox copy of an article titled *Arts still vital in tech space*, written by Gary Silverman, from the *Wichita Falls Times Record News* to all board members.

Trevor Sholly – Lincoln Clean Energy – Dr. Johnston stated that Mr. Trevor Sholly was rescheduled to a later date. A special meeting will be called for Mr. Sholly's presentation, which will be for discussion purposes only.

Legislative Update – Dr. Johnston reported returning to Austin at the end of next week to help push TACC influence on the Appropriations Conference Committee.

CCATT Conference June 6, 2015 – San Antonio, TX – Dr. Johnston and Dr. Smith will be attending.

Budget update – Draft 1 – Dr. Johnston presented the first of four budget drafts. He noted that it will be a tough year since the College is being realistic on revenue estimates. Expenses will be reduced. It should be balanced by July and ready for approval at the August meeting.

SACS Fifth Year Report update – Dr. Johnston mentioned we should receive a reply by summer. We feel confident with the information submitted.

Student Success Data Fact – Dr. Johnston asked Betsy Harkey to present the data fact at the next meeting.

Non-credit workforce programs (state funded) in high schools update – Dr. Johnston referred the Trustees' attention to the attachment. If there are any questions, we will share at the next meeting.

July Board Retreat – Dr. Johnston stated the retreat to be held on July 15. The majority of the discussion will be about annexation and the branch maintenance tax. He is open to additional suggestions or from what the Board may want to discuss.

Dr. Johnston presented the Upcoming Events:

- (1) Vernon College Foundation Board meeting – Thursday, April 16, 2015 – 11:00 a.m. CCC
- (2) Honors Convocation – Thursday, April 16, 2015 – 6:30 p.m. Empire Room, Wilbarger County Auditorium, Vernon
- (3) Game Day Promotion – Saturday, April 25, 2015 – 12:00 p.m. Softball, 3:00 p.m. Baseball
- (4) Scholarship Banquet – Tuesday, April 28, 2015 – 5:30 p.m. Colley Student Center, Vernon Campus
- (5) Sports Banquet – Monday, May 4, 2015 – 7:00 p.m. Empire Room, Wilbarger Auditorium, Vernon
- (6) Vernon College Theatre Ensemble Spring production, *Yankee Tavern*, by Steven Dietz – May 7-9, 2015 – 8:00 p.m. Auditorium – Osborne Administration Building
- (7) Commencement – Saturday, May 16, 2015 – Wilbarger Auditorium
  - All Non-ADN Graduates – 10:30 a.m.
  - All ADN Graduates – 1:30 p.m.

- (8) RN Pinning – Saturday, May 16, 2015 – 3:45 p.m. – Wilbarger Auditorium
- (9) Board of Trustees meeting – Wednesday, May 20, 2015 – 11:30 a.m. – Vernon Campus Board Room
- (10) Police Academy Graduation – Thursday, May 21, 2015 – 6:00 p.m. – CCC

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

Dr. Johnston reminded the board that summer hours for 2015 will begin on Monday, May 18 and continue through Thursday, July 30. Operating hours will be Monday through Thursday 8:00 a.m. to 5:30 p.m. Offices are not expected to stay open to 6:00 p.m. during summer hours. Vernon College will return to the Monday through Thursday 8:00 a.m. to 6:00 p.m. and Friday 8:00 a.m. to 12:00 noon schedule on Monday, August 3, 2015.

The President mentioned he is personally supporting the WFISD Bond and suggested if anyone is interested in showing their support and wants a yard sign supporting the bond may send a text to have one delivered to their home.

Dr. Johnston also informed the board of the QEP survey on the web page if the board would like to participate.

Personnel –

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

A. Employment

- (1) Amber Hunsaker, Tutoring Center Coordinator – Vernon Campus, effective April 20, 2015 with an annual salary of \$29,153.


B. Termination

- (1) Kevin Monroe, Custodial Technician – Century City Center effective March 24, 2015


C. Retirement

- (1) Lynn Kalski, Director of Vocational Nursing effective May 31, 2015

There being no further business Mr. Ferguson made the motion, seconded by Mr. Brints to adjourn at 12:05 p.m. Motion carried unanimously.



Dr. Todd Smith, Chairman



Mrs. Vicki Pennington, Secretary