

MINUTES

Board Retreat BOARD OF TRUSTEES

Vernon College
July 19, 2017

The Board of Trustees of Vernon College met on Wednesday, July 19, 2017 at 8:30 a.m. in the *Board Room* on the *Vernon Campus*, Vernon, TX with the following present: Dr. Todd Smith, Chairman; Mrs. Vicki Pennington, Secretary; and Mr. Norman Brints, Vice-Chairman. Other board members in attendance were Mr. Bob Ferguson, Mr. Irl Holt, and Mrs. Joanie Rogers. Absent was Mrs. Anne Spears.

Others present were Dr. Dusty Johnston, President, Dean Garry David and Ms. Mary King, Administrative Secretary to the President.

Chairman Smith called the meeting to order at 9:00 a.m.

Dr. Johnston opened the meeting by introducing the topics and goals listed for the retreat.

Topics reviewed and discussed were

- Vernon College USDA Farmer's Market grant
- USDED Title III grant
- LVN program update
- Facilities/Maintenance update
- Budget/Tax appraisal/Tax rate

Closed Session: Mr. Ferguson made the motion, seconded by Mrs. Pennington, to go into closed session at 12:15 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 Mrs. Pennington, to reconvene at 12:31 p.m. in open session. The motion carried unanimously.

Action – None

The meeting adjourned for lunch at 12:35 p.m.

MINUTES

Regular Meeting BOARD OF TRUSTEES

Vernon College
July 19, 2017

The Board of Trustees of Vernon College met on Wednesday, July 19, 2017 at 1:00 p.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, and Mrs. Joanie Rogers. Absent was Mrs. Anne Spears.

Others present were Dr. Dusty R. Johnston, President, and Deans Garry David, Joe Hite, and Jim Nordone. Also present were Ms. Michelle A. Alexander, Director of Institutional Advancement/Executive Director, Vernon College Foundation; Mrs. Shana Drury, Associate Dean of Instructional Services, Mrs. Ivy Harris, ERP/SIS Coordinator; and Ms. Mary King, Administrative Secretary to the President. Guest present was Mr. Payton McCormick of the *Vernon Daily Record*.

Chairman Smith called the meeting to order at 1:05 p.m.

Consent Agenda

Mrs. Pennington made the motion, seconded by Mr. Holt to approve the Consent Agenda containing the *Minutes of the June 14, 2017 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 June 30, 2017*. Mrs. Pennington made the motion, seconded by Mrs. Rogers, to approve the report as presented. The motion carried unanimously.

Action Item B

Mr. Holt made the motion, seconded by Mrs. Rogers to approve the 2017-2018 Handbook/Manual Updates and Revisions as listed on the agenda and presented by Dr. Johnston. The motion carried unanimously.

Action Item C

Mrs. Rogers made the motion, seconded by Mr. Holt to approve the 2017-2018 I.S.D. Contract Agreements as listed on the agenda and presented by Dr. Johnston and Associate Dean of Instruction Mrs. Drury. The motion carried unanimously.

Public Comment – No one was present to make comments.

President's Report/Board Discussion Items

Board Comments/Discussion – There were no comments at this time.

Wilbarger County Appraisal District 2018 Proposed Budget – Dr. Johnston stated that he has forwarded to the Board all information received from the Wilbarger County Appraisal District. Vernon College is one of the entities asked to approve their 2018 Proposed Budget. The budget proposal will be an agenda item at the August Board meeting.

2017-2018 Budget Discussion – Dr. Johnston informed the Board that Draft four of the 2017-2018 College Operating budget is balanced and will be presented at the August Board meeting.

Tax Appraisal and Tax Rate Update – Dr. Johnston stated that based on the uncertified roll, the effective rate will go up about a half a cent. The budget is based upon that number, when the certified roll comes in, there might be a slight adjustment to the effective rate. The amount of tax revenue in the budget will be the same.

Enrollment Update – Dean Hite stated that enrollment was down 1½ %. This includes the Summer II and the Summer 11-week semester. Contact hours are down by 6%. He reminded the Board that these are preliminary numbers.

Dr. Johnston presented the Upcoming College Events:

- (1) Vernon College Foundation Board Meeting – Thursday, July 20 – 10:00 am
- (2) “Regular” Office Hours begin – 8:00 am July 31, 2017
- (3) LVN Pinning – Wilbarger County Auditorium – Thursday, August 3 – 6:00 pm
- (4) Surgical Technology Pinning @ CCC Lobby – Friday, August 4 – 6:00 pm
- (5) Fall Semester Kickoff for all Faculty & Staff – Monday, August 14
- (6) Registration On-Site – August 15-17
- (7) Classes begin – August 21
- (8) Labor Day Holiday – September 4

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

Mrs. Pennington made the motion, seconded by Mr. Ferguson to approve the issuance of Vernon College Employee Contracts for 2017-2018 with the 1.5% step increase plus a 1.5% raise for a total increase of 3.0% increase in salary for all employees. The motion carried unanimously.

Mr. Holt made the motion, seconded by Mr. Brints to approve the personnel changes as recommended by Dr. Johnston and detailed on item 6 B Personnel Information Sheet. The motion carried unanimously.

1. Employment

- (1) Jesse Dominguez, Director of Housing – Vernon Campus, effective June 26, 2017 with a salary of \$32,587.
- (2) Sharon Anderle, Classified II, Administrative Assistant – Financial Aid/Veterans Services, effective July 17, 2017 with a salary of \$21,301.
- (3) Erika Hernandez, Classified II, Administrative Assistant – Admissions/Records, effective July 24, 2017 with a salary of \$21,301.
- (4) Tammy Majewski, Mathematics Instructor – Vernon Campus, effective August 1, 2017 with an annual salary of \$43,922.
- (5) Henry Zarate, Assistant Rodeo Coach – Vernon Campus, effective August 1, 2017 with an annual salary of \$23,581.
- (6) John Stephen Holton, Assistant Softball Coach/Residence Hall Assistant, effective August 1, 2017 with an annual salary of \$23,581.
- (7) Shelli Pendleton, A D N Instructor – Century City Center, effective August 1, 2017 with a salary of \$50,743.
- (8) Daniel Brown, Campus Police – Vernon, effective August 9, 2017 with a salary of \$29,811.

2. Reassignment

- a. Shealeigh Jones, *from* Director of Student Activities *to* Assistant Coordinator Testing Center – CCC, effective August 1, 2017
- b. Teresa Reese, *from* Classified II, Testing Clerk *to* Classified II, Student Success and Campus Police, effective August 1, 2017

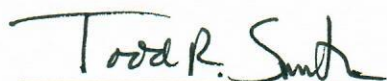
3. Resignation

- a. Chad Smith, Head Rodeo Coach – Vernon, effective July 31, 2017
- b. Paul Vogt, EMS Coordinator – CCC, effective August 31, 2017
- c. Andrew Todd, ADN Instructor – CCC/Vernon Campus, effective August 31, 2017

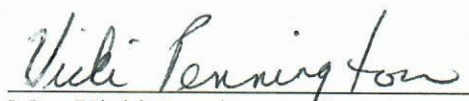
4. Termination

- a. Linda Gregg, Classified II, Financial Aid/Veteran Services – CCC, effective June 14, 2017

There being no further business Dr. Smith adjourned the meeting at 1:36 p.m.



Dr. Todd Smith, Chairman


Mrs. Vicki Pennington, Secretary