

# MINUTES

Regular Meeting

BOARD OF TRUSTEES

Vernon College

June 14, 2017

The Board of Trustees of Vernon College met on Wednesday, June 14, 2017, at 11:30 a.m. in the *Board Room* of the *Osborne Administration Building*, Vernon, Texas, 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. Irl Holt and Mrs. Anne Spears. Absent were Mr. Bob Ferguson and Mrs. Joanie Rogers.

Others present were Dr. Dusty R. Johnston, President, and Deans Garry David, Joe Hite, and Jim Nordone. Also present were Mrs. Shana Drury, Associate Dean of Instructional Services; Mr. Kevin Holland, Director of Campus Police; Mrs. Ivy Harris, ERP/SIS Coordinator; Mr. Greg Fowler, Division Chair of Behavioral & Social Sciences; Mrs. Paula Whitman, Division Chair of Math & Science; Mr. Mark Holcomb, Division Chair of Industrial & Information Technology; Mr. Joe Johnston, Division Chair of Communications; Mrs. Amanda Raines, Director of Admissions & Records; Mrs. Mindi Flynn, General Ledger Accountant; Mrs. Rachel White, Coordinator of Recruiting; Mrs. Holly Scheller, Coordinator of Marketing and Community Relations; 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 11:30 a.m. He asked for a moment of silence for the loss of Dr. Gary Don Harkey, Dean of Instructional Services, and past board member Mr. Curtis Graf.

## Consent Agenda

Mr. Brints made the motion, seconded by Mr. Irl Holt, to approve the Consent Agenda containing the *Minutes of the May 10, 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 May 31, 2017*. Mrs. Spears made the motion, seconded by Mrs. Pennington, to approve the report as presented. The motion carried unanimously.

Action Item B – Mr. Brints made the motion, seconded by Mr. Holt, to approve the *Updated 2017-2018 Handbooks – Distance Learning Handbook, Residence Hall Handbook, and Student Handbook* as presented. The motion carried unanimously.

Action Item C – Mr. Holt made the motion, seconded by Mr. Brints, to approve the *2017-2018 Vernon College General Catalog* as presented. The motion carried unanimously.

Action Item D – Mrs. Spears made the motion, seconded by Mr. Holt, to approve the *Request for a new Student Organization* named Student Veterans Organization. The motion carried unanimously.

Action Item E – Mr. Holt made the motion, seconded by Mrs. Spears to approve the updated TASB Legal Policy Updates and Consideration of *TASB UPDATE 32 Local Policies* as presented. The motion carried unanimously.

Public Comment – No one was present to make comments.

## Board member discussion/input

The discussion was held regarding the windows around the pool having a film on them where it is hard to see through them. Possibly the seals are broken and condensation has set in. Mrs. Pennington suggested that if funds were available, replacing the seals and/or windows, plus a little paint, would look nicer.

Budget update – Dr. Johnston presented Draft 3 of the Budget for fiscal year 2017-2018. The President announced that community colleges would receive an increase in state appropriations. The College will receive about \$600,000 more in the new biennium, instead of \$150,000 less. The College also found out that health

insurance costs will be less than anticipated. As the Board requested, the budget now includes a 3% salary increase for all employees. The College still needs to find approximately \$140,000 to balance.

Summer Enrollment update – Dean Hite presented the Enrollment Report and Comparison for Spring II 8 Week/Mini-Summer I 2016 vs 2017 and stated we were up a little over 5% on head count.

2016-17 Recruiting Summary – Mrs. White presented the Vernon College Recruiting Activities from September 2016 through May 2017. The College held five recruiting events on the Vernon campus and at Century City Center. Individual, Family and Group tours are given at all locations year round. She stated 3,265 contacts were made with potential students. In partnership with Region 9, Mrs. White also speaks with GED students that attend their programs.

Student Success Data Fact – Dr. Johnston presented the Licensure/Certification Rates as the Student Success Data Fact for June. Listed are all our programs and the number of students that were tested and the number of licensure and certification examinations passed. In general, we use a statistic year after year where we have a composite of 93 – 94% pass rate that exceeds the state average, and we are very excited about that. The faculty and program directors make this possible.

Program Discipline Evaluation Summary – Dr. Johnston presented the 2016-2017 Program Discipline Evaluation Summary. This is provided to the Board each year explaining that each program goes through an evaluation cycle by a program evaluation team. Two things that result in probation are enrollment numbers in a program, and not meeting the state recommended number of graduates over a five-year period.

Board Retreat update – Dr. Johnston reminded the Board that the July Retreat Agenda is still open for suggestions.

Dr. Johnston presented the Reminder of Upcoming Events

A. Reminder of upcoming events:

- (1) Vernon College Board of Trustees Retreat/Meeting – Wednesday, July 12, 2017 beginning at 8:30 a.m.
- (2) Vernon College Foundation Meeting – Thursday, July 20, 2017

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

Mrs. Pennington made the motion, seconded by Mrs. Spears, to approve the Vernon College Personnel Action changes as recommended by the President and detailed on item six personnel information sheet. The motion carried unanimously.

A. Employment

- (1) Anna Martin, Classified II, Administrative Assistant – Institutional Effectiveness and SACSCOC – Vernon Campus, effective June 19, 2017 with an annual salary of \$21,301.
- (2) Lindsey David, Counselor – Vernon Campus, effective July 1, 2017 with an annual salary of \$45,456.
- (3) Ryleigh Thompson, Assistant Volleyball Coach/Residence Hall Assistant – Vernon Campus, effective August 1, 2017 with an annual salary of \$23,581.

B. Resignation

- (1) Fostina S. Charlery, Director of Housing – Vernon Campus, effective July 31, 2017

C. Retirement

- (1) Joni Lockett, Admissions and Records Clerk – Vernon Campus, effective June 30, 2017

D. Consider Reappointment and/or Extension of Administrative Staff and Classified Staff for 2017-2018

- (1) Administrative Reappointments
- (2) Classified Staff Reappointments
- (3) Administrative (pending completion of probation)
- (4) Classified (pending completion of probation)

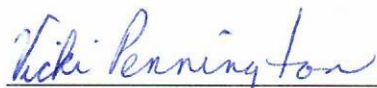
Closed Session: Mr. Holt made the motion, seconded by Mr. Brints, to go into closed session at 12:15 p.m. in accordance with the Texas Open Meetings Act, Texas Government Code, Subchapter 551.074, to discuss personnel or other items under this section of the Texas Government Code, Texas Open Meetings Act. The motion carried unanimously.

Open Session: Mr. Holt made the motion, seconded by Mrs. Spears, to reconvene at 12:40 p.m. in open session. The motion carried unanimously.

No Action

There being no further business, Dr. Smith adjourned the meeting at 12:41 p.m.

  
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Dr. Todd Smith, Chairman

  
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Mrs. Vicki Pennington, Secretary