

MINUTES

Regular Meeting BOARD OF TRUSTEES

Vernon College
November 8, 2017

The Board of Trustees of Vernon College met on Wednesday, November 8, 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, Mr. Norman Brints, Vice-Chairman, and Mrs. Vicki Pennington, Secretary. Other board members in attendance were Mr. Irl Holt, Mr. Bob Ferguson, Mrs. Anne Spears, and Mrs. Joanie Rogers.

Others present were Dr. Dusty R. Johnston, President, 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. Betsy Harkey, Director of Institutional Effectiveness; Mrs. Ivy Harris, ERP/SIS Coordinator; Mr. Kevin Holland, Director of Campus Police; Mrs. Melissa Elliott, Director of Financial Aid; Mrs. Holly Scheller, Coordinator of Marketing and Community Relations; Mrs. Mindi Flynn, General Ledger Accountant; and Ms. Mary King, Administrative Secretary to the President. Guests present were Sheriff Bill Price of the *Wilbarger County Sherriff Department*, and Mr. Payton McCormick 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. Holt to approve the Consent Agenda containing the *Minutes of the October 11, 2017 Regular Board Meeting* and the *President's Monthly Travel Expense Report*. The motion carried unanimously.

Action Item A

Mrs. Flynn presented the *Financial and Investment Reports as of October 31, 2017*. Mrs. Spears made the motion, seconded by Mr. Brints, 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 *2018-2022 Primary Goals and the 2018-2019 Priority Initiatives* presented by Mrs. Harkey and recommended by the College Effectiveness Committee. The motion carried unanimously.

Action Item C

Mrs. Rogers made the motion, seconded by Mr. Holt to approve the *Spring 2018 Continuing Education Schedule and for the Associate Dean of Instructional Services to set tuition and fees for any additional classes that may develop during the Spring 2018 term*. The motion carried unanimously.

Action Item D

Mr. Holt made the motion, seconded by Mr. Brints to approve the *Revised Vernon College Crisis Management Plan* presented by Dean Nordone. The Plan provides evidence that Vernon College has an organized and communicated plan with appropriate protocol to meet the needs of students, employees, and community members. The motion carried unanimously.

Public Comment – No one was present to make comments.

President's Report/Board Discussion Items

Board Comments/Discussion –

Mr. Ferguson read a brief written statement regarding his opinion of recent local newspaper articles and editorials concerning Vernon College's use of local tax dollars. He stated that he is proud to be on the Vernon College Board as an elected official with the other board members and of their service to Wilbarger County. Mr. Ferguson said that he was thankful for Dr. Johnston's leadership for the college.

Vernon College Foundation meeting update – Dr. Smith gave an update on the Vernon College Foundation annual board meeting held October 19, 2017 at Century City Center in Wichita Falls. The current officers were re-elected for another year. The Foundation awarded five departmental grants from the proceeds of the 2017 Foundation On-Line Auction totaling \$10,274. The grants awarded were new tile for the Chaparral Senior Center; a customized online training manual for Student Services; travel grant for members of the Financial Aid/Veterans Services Department to attend a meeting in San Antonio; phlebotomy arms for the LVN Department, and multipurpose copier/scanner and USB drives for New Beginnings. Dr. Johnston presented his president's report, Garry David presented the financial report and Michelle Alexander presented the philanthropy report. Monica Wilkinson presented the USDA Farmer's Market Grant first year report. Visitors were Steve Sparks, Executive Director of Faith Mission, Dr. Suzanne Shipley, President of Midwestern University, and David Farabee, President of the Wichita Falls Chamber.

Skills Training Center Lease update – Dr. Johnston reported that the Wichita County Commissioners Court met and decided to increase the lease on the Skills Training Center (STC). When the college receives the revised lease agreement, it will be evaluated. The president will then make a recommendation to the Board of Trustees about it. He also stated the Skills Training Center is one of the best in this part of the country regarding what it offers and students enrolled in STC programs receive a good, quality education.

Jailer Training/Police Academy update – Dr. Johnston stated that he invited Bill Price, Wilbarger County Sheriff, to attend the board meeting. The President reported that he and the Sheriff are in discussions about Jailer Training classes and if there is something the college can do locally. Dr. Johnston and Sherriff Price agreed to keep exploring possible options. The college cannot provide an on-line course now. There is only one approved on-line course and it is through the Texas Engineering Extension (TEEX). They are the only provider in Texas approved by Texas Commission on Law Enforcement (TCOLE) to teach the on-line course. There is a 24-hour hands-on class and the closest is in Abilene. If we could have such a class, TCOLE must approve the instructor. The President stated that he will keep investigating this until someone is identified who can teach the course.

Wichita County Community Health Center MOU discussion – The Board was sent a copy of the draft of the MOU for the Wichita County Community Health Center to locate at Century City Center. There is unused space at CCC. This space allows the Health Center to develop another site for services for citizens, faculty, staff and most importantly students who would qualify for discounted costs. They will be putting their own money into this and the college benefits from the renovations done to our facility.

Student Success Data Facts – Ms. Betsy Harkey presented the results of the 2017 Vernon College Effectiveness Questionnaire. She also shared the 2017-2018 Assessment/Report Calendar, the 2017-2018 Glossary, and the Vernon College History of Focus on Student Success as the November Student Success Data Facts.

Volleyball Team/Regional Tournament update – Dr. Johnston remarked he attended the volleyball team regional tournament along with board member Irl Holt. The Vernon College Team played hard and had a good season.

Vernon College Preview Day update – Dean Joe Hite reported the Vernon Campus Preview Day was a success. There were 180 prospective students attending from Burkburnett, Chillicothe, Hirschi, Munday, Northside, Quanah and Vernon. Informational Sessions included Academic Transfer/CTE, Agriculture, Automotive, Cosmetology, Financial Aid and Nursing. Staff gave housing tours and assisted prospective students with the application process. Great Western Dining prepared the lunch.

Dr. Johnston presented the Reminder of Upcoming Events:

- (1) Vernon College Annual Turkey Trot – Monday, November 13, 2017 1:00 pm – King Gymnasium – Vernon Campus
- (2) Vernon College Theatre Ensemble production “Tomorrowland” – Thursday, November 16 thru Saturday, November 18, 2017 8:00 pm – Free Admission – accepting donation of a nonperishable food item – Osborne Administration Building Auditorium

- (3) Campuses Closed for Thanksgiving Holiday – November 22-25, 2017
- (4) Vernon College Vocal Ensemble Winter Choral Concert – Tuesday, November 28, 2017 7:00 pm – Osborne Administration Building Auditorium
- (5) SACS Annual Conference – December 2-5, 2017 – Dallas, TX
- (6) Vernon College Board of Trustees meeting – Wednesday, December 13, 2017 11:30 am
- (7) Campuses Close for Christmas Holiday – Friday, December 15, 2017 12:00 noon
Campuses Open Tuesday, January 2, 2018

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

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

A. Reclassification

1. Rosa Alaniz *to* Classified III, Financial Aid Processor *from* Classified II, Financial Aid Processor, effective December 1, 2017 with a salary of \$32,171.
2. Nancy Arnold *to* Classified III, Financial Aid Clerk *from* Classified II, Financial Aid Clerk, effective December 1, 2017 with a salary of \$26,187.
3. Malinda Fleming *to* Classified III, Financial Aid Processor *from* Classified II, Financial Aid Processor effective December 1, 2017 with a salary of \$24,328.
4. Crystal Wells *to* Classified III, Financial Aid Processor *from* Classified II, Financial Aid Processor, effective December 1, 2017 with a salary of \$24,328.

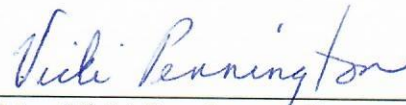
B. Resignation

1. Jennifer Brumley, Administrative Assistant, ADN - CCC, effective October 27, 2017

There being no further business Mr. Brints made the motion, seconded by Mrs. Pennington to adjourn the meeting at 12:40 p.m. The motion carried unanimously.



Dr. Todd Smith, Chairman



Mrs. Vicki Pennington, Secretary