

MINUTES

Regular Meeting BOARD OF TRUSTEES

Vernon College
December 9, 2020

The Board of Trustees of Vernon College met on Wednesday, December 9, 2020 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. Bob Ferguson – Vice-Chairman, and Mrs. Ann Wilson – Secretary. Other board members in attendance were Mr. Irl Holt and Mrs. Vicki Pennington. Absent were Mrs. Anne Spears and Mr. James Brock.

Others present were Dr. Dusty Johnston, President; Dr. Elizabeth Crandall, Vice President of Instruction; Mrs. Mindi Flynn, Vice President of Administration; Mrs. Shana Drury, Dean of Instructional Services; Ms. Christina Feldman, Director of Continuing Education; Mr. Donnie Kirk, Director of Quality Enhancement; Mrs. Amanda Raines, Director of Enrollment Management/Registrar; Mrs. Kristin Harris, Dean of Student Services/Director of Counseling; Mr. Kevin Holland, Director of Campus Police; Mrs. Melissa Elliott, Director of Financial Aid; Mrs. Holly Scheller, Coordinator of Marketing and Community Relations; Mrs. Jackie Polk, Director of Human Resources; and Ms. Mary King, Administrative Secretary to the President. Guests present were Mr. McDaniel and Mr. Garrett Jones of *Ideal Impact, Inc.*; Mr. Daniel Walker, from *The Vernon Daily Record* and Ms. Kathy McClellan of *KVWC*.

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 November 11, 2020 Regular Board Meeting* and the *President's Monthly Travel Expense Report*. The motion carried unanimously.

Public Comment – No one was present to make comments.

Action Item A

Mrs. Mindi Flynn presented the *Financial and Investment Reports as of November 30, 2020*. Mrs. Wilson made the motion, seconded by Mr. Ferguson, to approve the Vernon College year to date and monthly financial and investment reports as presented. The motion carried unanimously.

Action Item B

Mrs. Pennington made the motion, seconded by Mrs. Wilson to approve the proposed *Energy Savings Contract with Ideal Impact, Inc.* as presented. The motion carried unanimously.

Action Item C

Mr. Holt made the motion, seconded by Mrs. Wilson to approve the *Tax Resale Deeds* as presented. The motion carried unanimously.

President's Report/Board Discussion Items – No items to discuss.

Campus opening/COVID-19 Update – Dr. Johnston stated that even though we are experiencing additional exposures and positives. As people are being added, some are going off which keeps us at the 2% level. After next week's finals, students and faculty will be leaving campus. The staff remaining are continuing with their safety protocols. A Vernon College Plan for the Spring semester 2021 will be provided with some small changes compared to the Fall Plan semester Plan. This will be sent out before the Christmas break.

Tyson tax abatement application – Dr. Johnston stated that the City of Vernon and Tyson are trying to finalize negotiations of the tax abatement. As a reminder we made updates to our abatement guidelines with an application process, and that has been sent to Tyson.

Annual Continuing Education Enrollment Report – Ms. Christina Feldman presented 2019-2020 Summary for Continuing Education courses funded by the state (funded non-credit) and the CE personal enrichment classes for community service (non-funded non-credit). She presented comparison charts by major programs, head count, contact hours, and total enrollment.

Student Success Data Fact – Dr. Donnie Kirk presented a brief summary of the Quality Enhancement Plan (QEP) Annual Report for 2019-2020 (Year One Report) as the Student Success data fact for this month. The report included a snapshot of Fall 2019 and Spring 2020 trainings and implementation. Details of changes made during year 1 and a reflection of the process leading up to Year 2 implementation.

Dr. Johnston presented the Upcoming College Events:

- (1) Campuses Closed for Thanksgiving Holiday – November 25-27, 2020
- (2) College Closed for the Holidays – Friday, December 18, 2020 12:00 noon
- (3) College Re-opens for Spring Semester – Monday, January 4, 2021
- (4) Faculty Return/All Employee Professional Development – Monday, January 11, 2021
- (5) On-site Registration: Vernon: January 12, 2021 – Wichita Falls: January 13-14, 2021
- (6) January Board of Trustees Regular Meeting – Vernon campus – Wednesday, January 13, 2021
- (7) Spring 2021 Classes begin – Tuesday, January 19, 2021
- (8) Vernon College Foundation Quarterly Board Meeting – CCC/WF – Thursday, January 21, 2021
- (9) TCCTA Conference –Virtual – February 5, 12, 19, 26, 2021

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

Mrs. Wilson made the motion, seconded by Mr. Holt 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
 - a. Linda Hollingsworth, Financial Aid Administrative Clerk – Vernon Campus, effective December 1, 2020
 - b. Colleen Moore, Student Success Specialist – CCC, effective December 1, 2020
 - c. Gregory Chesterman – Student Success Specialist - CCC, effective December 1, 2020
2. Internal Transfer
 - a. Jana Bohannon, *transfer from* Texas Book Company, *transfer to* Administrative Assistant to PASS Department Director, effective November 23, 2020
3. Re-Assignment
 - a. Dr. James Nordone, *from* Vice President of Student Services, *to* COVID-19 Case Investigator, effective December 1, 2020, position funded by CARES Act funds
4. Resignation
 - a. Amanda Jasso, Recruiting Coordinator – Vernon Campus, effective November 17, 2020
5. Termination
 - a. Jeddiah Fagg, Assistant Baseball Coach/Residence Hall Assistant – Vernon Campus, effective November 15, 2020

Closed Session: Mr. Holt made the motion, seconded by Mr. Ferguson, to go into closed session at 12:56 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.

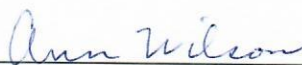
Open Session: Mr. Ferguson made the motion, seconded by Mrs. Pennington, to reconvene at 1:04 p.m. in open session. The motion carried unanimously.

Action: None

There being no further business Mrs. Wilson made the motion, seconded by Mr. Holt, to adjourn the meeting at 1:05 p.m.



Dr. Todd Smith, Chairman



Mrs. Ann Wilson, Secretary