

MINUTES

Regular Meeting

BOARD OF TRUSTEES

Vernon College

June 8, 2022

The Board of Trustees of Vernon College met on Wednesday, June 8, 2022 at 11:30 p.m. in the *Board Room* of the *Osborne Administration Building*, Vernon, Texas with the following present: Mr. Bob Ferguson, Chairman, and Mrs. Betsy Smith, Secretary. Other board members in attendance were Mr. James Brock, Mrs. Jamie Chapman and Mrs. Meg Heatly. Absent were Mrs. Ann Wilson, Vice-Chairman, and Mr. Irl Holt.

Others present were Dr. Dusty R. Johnston, President; Mrs. Mindi Flynn, Vice President of Administration; Mrs. Shana Drury, Vice President of Instruction; Dr. Elizabeth Crandall, Vice President of Instruction (retiring); Dr. Criquett Scott Chapman, Vice President of Student Services; Mrs. Kristin Harris, Dean of Student Services; Ms. Kelly Peterson, Student Success Pathway Director; Mrs. Jackie Polk, Director of Human Resources; Mrs. Holly Scheller, Coordinator of Marketing and Community Relations; Mrs. Crystal Tate, Director of Distance Education & Learning Technologies; Mrs. Jeanne Ballard, Director of Financial Aid; Ms. Colleen Moore, Director of Enrollment Management/Registrar; Mr. Kevin Holland, Director of Campus Police; and Ms. Mary King, Administrative Secretary to the President. Guest present was Mr. Daniel Walker of the *Vernon Daily Record*.

Chairman ~~Smith~~ ^{Ferguson} called the meeting to order at 11:30 a.m.

Consent Agenda

Mrs. Smith made the motion, seconded by Mrs. Chapman to approve the Consent Agenda containing the *Minutes of the May 11, 2022 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. Flynn presented the *Financial and Investment Reports as of May 31, 2021*. Mr. Brock made the motion, seconded by Mrs. Smith to approve the report as presented. The motion carried unanimously.

Action Item B

Mrs. Chapman made the motion, seconded by Mr. Brock to approve the *Updated Handbooks* presented by Dr. Johnston, Crystal Tate, and Kristin Harris. The handbooks approved were the 2022-23 Distance Education Student Manual and the 2022-23 Student Residence Handbook. The motion carried unanimously.

Action Item C

Mrs. Smith made the motion, seconded by Mrs. Chapman to approve the *TASB Legal Policy Updates* and consideration of *TASB UPDATE 43 Local Policies*. The motion carried unanimously.

Action Item D

No Tax Resale Deeds were received for consideration and approval. Dr. Johnston stated this is added as a regular agenda item because sometimes we receive deeds the day before the board meeting and we won't have to hold them a month until the next meeting.

President's Report/Board Discussion Items

Board Comments/Discussion – No discussion

2022-2023 Budget Update – Draft Three – Dr. Johnston presented Draft three of the 2022-2023 proposed budget. The difference between Draft two and Draft three is that the truck driving program was not included but since then has been added both to the expense and revenue side. Draft three of the budget is out of balance

by around \$119,000. We will have a balanced budget for the July board meeting. It does include the 1.5% step increase in salaries for employees. The final budget will be presented at the August board meeting.

Student Success Data Fact – Summer Enrollment Update – Ms. Colleen Moore, the new Director of Enrollment Management/Registrar, presented the Preliminary Enrollment Report and Comparison for Summer (10 Week) and Summer I (5 Week). She stated we are down overall. Dual Credit was up by 385%. The Dual Credit Coordinator has worked hard to increase those numbers. Numbers were up in some areas such as Acadeum, by 27%. Acadeum is a service that allows students to take classes through Vernon College while attending another school. We can then transcript it as a Vernon College class. The innovative online course-sharing partnership was first called Virtual College of Texas, then Digitex.

Board Retreat Update – Dr. Johnston sent the Board the proposed Agenda for the July 13, 2022 Retreat and Regular meeting. It will be held in Vernon and will include a tour of the campus.

Dr. Johnston presented the Upcoming College Events:

- (1) Police Academy Graduation on Tuesday, June 14, 6:00 PM at the MPEC
- (2) Police Academy Graduation on Thursday, July 7, 6:00 PM at the Wilbarger Auditorium
- (3) Vernon College Board of Trustees Retreat/Meeting – Wednesday, July 13, 2022
- (4) Vernon College Foundation Meeting – Thursday, July 21, 2022—Vernon Campus

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

Personnel –

Mr. Brock made the motion, seconded by Mrs. Smith, to approve the following personnel changes as detailed on Item 6 Personnel information sheet and recommended by the President. The motion carried unanimously.

A. Employment

- (1) Molli Owen, Tutoring Center Coordinator – Vernon Campus, effective June 1, 2022
- (2) Swaize Lee, Head Rodeo Coach – Vernon Campus, effective June 1, 2022
- (3) Rae Lyn Kitchens, Administrative Assistant – New Beginnings (Part time position), effective June 8, 2022
- (4) Christian Ford, Student Success Specialist – Century City Center, effective June 8, 2022
- (5) Ashlee Rather, Student Success Specialist – Century City Center, effective June 20, 2022

B. Resignations

- (1) Mary Anderson, Part-time ADN Instructor, effective May 31, 2022
- (2) Coletta Aderholt, Student Success Administrative Assistant – Vernon Campus, effective May 31, 2022
- (3) Chris Amador, Custodial Tech – Vernon Campus – effective May 31, 2022
- (4) Donald David Teague, Maintenance Supervisor/Manager – Century City Center, effective June 16, 2022
- (5) Brianne George, Community and Recreational Services Coordinator – Century City Center, effective June 6, 2022

C. Consider Reappointment and/or Extension of Administrative Staff and Classified Staff for 2022-2023

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

Closed Session: Mr. Brock made the motion, seconded by Mrs. Smith, to go into closed session at 12:17 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: Mrs. Smith made the motion, seconded by Mr. Brock, to reconvene at 12:45 p.m. in open session. The motion carried unanimously.

Action: None

There being no further business Mrs. Chapman made the motion, seconded by Mrs. Heatly to adjourn the meeting at 12:48 p.m.



Mr. Bob Ferguson, Chairman



Mrs. Betsy Smith, Secretary