

MINUTES

Regular Meeting

BOARD OF TRUSTEES

Vernon College

May 11, 2022

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

Others present were Dr. Dusty R. Johnston, President; Dr. Elizabeth Crandall, Vice-President of Instruction (outgoing); Mrs. Shana Drury, Vice-President of Instruction (incoming); Mrs. Mindi Flynn, Vice-President of Administration; Dr. Criquett Scott Chapman, Vice-President of Student Services; Ms. Michelle A. Alexander, Director of Institutional Advancement/Executive Director, Vernon College Foundation; Mrs. Jackie Polk, Director of Human Resources; Mrs. Roxie Hill, Director of Student Information System (SIS)/Special Projects/Chief Information Security Officer; Ms. Kelly Peterson, Student Success Specialist; Ms. Colleen Moore, Director of Enrollment Management/Registrar; Mrs. Jeanne Ballard, Director of Financial Aid; Mrs. Holly Scheller, Coordinator of Marketing and Community Relations; Mr. Kevin Holland, Director of Campus Police; and Ms. Mary King, Administrative Secretary to the President. Guest present was Daniel Walker with the *Vernon Daily Record*.

Vice Chairman Ferguson welcomed Meg Heatly as the new board member and recognized Dr. Todd Smith for his years of service to the Board.

Vice Chairman Ferguson called the meeting to order at 11:30 a.m.

Consent Agenda

Mr. Holt made the motion, seconded by Mrs. Smith to approve the Consent Agenda containing the *Minutes of the April 13, 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.

Item A – Qualify Newly Elected Board Members

Newly elected board members Betsy Smith, Place #2, Jamie Chapman, Place #3, and Meg Heatly, Place #4, completed the *Statement of Officer*. Sworn in by Board Secretary Ann Wilson, they took the *Oath of Office*, and were issued a *Certificate of Election*. All three were unopposed candidates for the purposes of the May 7, 2022 Election pursuant to the Order of Cancellation approved and issued on March 9, 2022 by the Board of Trustees. Mrs. Chapman and Mrs. Heatly will begin their new six-year term and Mrs. Smith will start her four-year term to complete the term she was appointed to.

Action Item B

Mr. Brock made the motion, seconded by Mr. Holt to accept the *Recommendations of the Nominating Committee* for the slate of board officers to serve 2022 to 2024. The nominating committee appointed by previous Chairman Dr. Todd Smith, consisting of Mrs. Betsy Smith, Mrs. Jamie Chapman, and Mr. Irl Holt. The recommendations presented by Mr. Holt were Mr. Bob Ferguson as Chairman, Mrs. Ann Wilson as Vice-Chairman, and Mrs. Betsy Smith as Secretary. The motion carried unanimously.

Action Item C

Mrs. Flynn presented the *Financial and Investment Reports as of April 30, 2022*. Mrs. Wilson made the motion, seconded by Mr. Brock to approve the report as presented. The motion carried unanimously.

Action Item D

Mrs. Smith made the motion, seconded by Mrs. Chapman to approve the *2022-2023 Vernon College Catalog* as presented by Dr. Johnston. The motion carried unanimously.

Action Item E

Mr. Holt made the motion, seconded by Mrs. Smith to approve the *Tax Resale Deeds* on properties held in trust by the City of Vernon and as presented by Dr. Johnston. The motion carried unanimously.

President's Report/Board Discussion Items

Board Comments/Discussion – Dr. Chapman introduced Ms. Kelly Peterson as her replacement as Student Success Specialist, and Ms. Colleen Moore as the Director of Enrollment Management/Registrar replacing Amanda Raines.

TASB Update 43 – Dr. Johnston stated the material previously sent to the Board regarding TASB Update 43 to review will be on next month's agenda for board adoption. This update on (Local) policies is a recurring item once or twice a year from the Texas Association of School Boards. This Board supervises the policies across the state to make sure we are all up to date after the legislative session.

Vernon College Foundation meeting update – Dr. Johnston reported on the April 21, 2022 Vernon College Quarterly Foundation meeting in the Joe Chat Conference room at the Century City Center. The Directors approved \$30,000 from the general fund to increase and renew the Vernon College Foundation's annual scholarship fund. Dr. Todd Smith accepted the foundation position vacated by Dr. Carl Craighead who recently resigned. Our goal last Fall was to raise \$50,000 for the College's 50th Anniversary Scholarship Fund, and the Foundation is pleased to report that the goal has been met. The foundation will match that \$50,000. Dr. Johnston gave the President's Update. Mrs. Flynn gave the Financial and Investment Report. Ms. Michelle Alexander presented the Philanthropic Report.

2022-2023 Budget Update – Draft 2 – Dr. Johnston presented Draft 2 of the 2022-2023 Budget. The biggest difference between Draft 2 and Draft 1 is it is closer to being balanced. In the first draft we included a 10% holdback on tuition and fees. Then reduced it to 7.5%, putting another 2.5 % of the revenue into the budget. It is around \$200,000 from being balanced. The VP's and I will go back and look at what can be done on the expense side and before Draft 3, every piece of revenue will be analyzed. Due to the uncertainty of tuition and fee revenue, the College is taking a very conservative approach to this budget.

2021-2022 Athletic Scholarship Award Report – Dr. Johnston presented the annual athletic scholarship award report for the 2021-2022 academic year. As the report shows, a total of \$581,750.00 was available for Rodeo, Baseball, Softball and Volleyball scholarships. A couple of programs did not recruit the number of students needed and this is reflected in unexpended amount, which is \$75,272.87.

Student Success Data Fact – Mrs. Roxie Hill gave an Ellucian/Colleague update as this month's data fact. The College is 15 weeks into the migration process. This team has devoted a total of 224 hours so far. The new system has four components, a student module, financial aid, finance and human resources. Six different teams are working on the modules and this project is expected to go live in the fall of 2023.

Dr. Johnston reminded the Board of the July Board Retreat/Monthly meeting agenda set for July 13, 2022 in the Vernon College Boardroom of the Osborne Administration Building from 9:00 am to 12 noon including a campus tour followed by a regular meeting at 1:00 pm for any action items.

Dr. Johnston presented the Upcoming College Events:

- (1) ADN Pinning – Friday, May 13, 2022 – 10:30 am Wilbarger Auditorium
- (2) Commencement – May 14 2022 @ 10:30 am – Kay Yeager Coliseum
- (3) Board of Trustees meeting – June 8, 2022 – Board Room

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

Personnel –

Mr. Brock made the motion, seconded by Mrs. Wilson, 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. Latonia Smith, Custodian – Vernon, effective May 16, 2022

B. Internal Transfer

1. Colleen Moore to Director of Enrollment Management/Registrar from Student Success Specialist, effective May 2, 2022
2. Kelly Peterson to Director of Student Success from Student Success Specialist, effective May 2, 2022

C. Resignation

1. Timothy Dixon, Custodian – Vernon, effective April 22, 2022
2. Kayla Taylor, Henrietta ISD – Health Careers Instructor, effective April 26, 2022
3. Emily Harmon, Library Administrative Assistant, effective May 12, 2022
4. Rheasa Onder, Faculty Assistant – Nursing – CCC, effective May 31, 2022

D. Retirement

1. Laurie Cantu, Custodial Technician – Vernon, effective April 29, 2022
2. Jeff Feix, Surgical Technology Program Coordinator – CCC, effective August 31, 2022
3. Joe Onder, Psychology Instructor – CCC, effective August 31, 2022

E. Consider Reappointment

1. Coaches/Assistant Coaches for 2022-2023

There being no further business Mr. Holt made the motion, seconded by Mrs. Smith to adjourn the meeting at 12:25 p.m.



Mr. Bob Ferguson, Chairman



Mrs. Betsy Smith, Secretary