

# MINUTES

## Regular Meeting BOARD OF TRUSTEES

Vernon College  
September 14, 2022

The Board of Trustees of Vernon College met on Wednesday, September 14, 2022 at 11:30 a.m. in the *Board Room of the Osborne Administration Building*, Vernon, Texas with the following present: Mr. Bob Ferguson – Chairman; Mrs. Ann Wilson – Vice-Chairman, and Mrs. Betsy Smith – Secretary. Other board members in attendance were Mr. Irl Holt, Mr. James Brock and Mrs. Meg Heatly. Absent was Mrs. Jamie Chapman

Others present were Dr. Dusty Johnston, President; Mrs. Shana Drury, Vice President of Instructional Services; Mrs. Mindi Flynn, Vice President of Administration; Dr. Criquett Chapman, Vice President of Student Services; Ms. Michelle A. Alexander, Director of Institutional Advancement/Executive Director, Vernon College Foundation; Mrs. Bettye Hutchins, Dean of Instructional Services; Mrs. Kristin Harris, Dean of Student Services; Mrs. Jackie Polk, Director of Human Resources; Mrs. Holly Scheller, Coordinator of Marketing and Community Relations; Mrs. Jeanne Ballard, Director of Financial Aid; Ms. Colleen Moore, Director of Enrollment Management/Registrar; Mrs. Kelly Miller, Student Success Pathway Director; Mr. Kevin Holland, Director of Campus Police; and Ms. Mary King, Administrative Secretary to the President. No Guests were present.

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

### Consent Agenda

Mrs. Wilson made the motion, seconded by Mr. Holt to approve the Consent Agenda containing the *Minutes of the August 10, 2022 Regular Board Meeting* and the *President's Monthly Travel Expense Report*. The motion carried unanimously.

Public Comment/Public Hearing on Proposed Tax Rate - Dr. Johnston stated that this is a public hearing on the Vernon College Proposed Tax Rate as previously posted on the agenda and on the outside bulletin board. No one was present for public comment.

### Action Item A

Mrs. Flynn presented the *Financial and Investment Reports as of August 31, 2022*. Mr. Brock made the motion, seconded by Mrs. Smith, to approve the Vernon College year to date and monthly financial and investment reports as presented by the Chief Financial Officer. The motion carried unanimously.

### Action Item B

Mr. Holt made the motion seconded by Mrs. Smith to approve the *Resolution Setting the 2022 Vernon College Tax Rate at 22.4500 cents per \$100 of appraised property value*, as presented by Dr. Johnston. The motion carried unanimously. The President publically read the resolution stating it meets the Texas Association State Board requirements as written.

### Action Item C

Mrs. Wilson made the motion, seconded by Mr. Holt to approve the annual *2021-2022 Wilbarger County Tax Collections* for Vernon College by the Wilbarger County Tax Collector, as presented by Dr. Johnston. The motion carried unanimously.

### Action Item D

Mrs. Smith made the motion, seconded by Mrs. Wilson to approve to *Declare the following as a "Special Population" and to offer "Zero" tuition for Continuing Education classes/Pre-service/In-service training during 2022-2023 school year* for the following – 1)Vernon Police Department – Continuing Education Classes; 2)Wichita Falls Police Department – Continuing Education Classes; 3)Wichita County Sheriff's Office – In-Service Training; 4)Texas Department of Criminal Justice – Pre-Service and In-Service Training; 5)NORTEX Regional Planning Commission – Continuing Education Classes; 6)Area Agency on Aging –



Continuing Education Classes; 7) Vernon College Nursing IV Therapy – Continuing Education Classes; and 8) Vernon College Fire Services – Continuing Education Classes as presented by Mrs. Drury. The motion carried unanimously.

#### Action Item E

There were no resale of tax foreclosure properties to approve.

President’s Report/Board Discussion Items – Mr. Ferguson thanked everyone that had any involvement with the planning of the 50<sup>th</sup> Anniversary Celebration. He received positive comments from out of town people that attended. He and the rest of the board are gratified that the staff are always willing to come out and volunteer to make these events a success.

COVID-19 Update – Dr. Johnston stated that after two years of intense tracking, we are not asking students to report as of the beginning of the fall semester. We are also not keeping track but we are reminding them through social media to be aware of their surroundings, to monitor any symptoms and for them not to come to class if they feel sick. This is our protocol right now as it is with other entities, but it is subject to change.

Department of Ed. Annual Security Report – Dr. Johnson and Chief Holland presented the Annual Security Report. The data is collected by Holland and submitted to the Department of Education. Dr. Johnston stated we are fortunate to not have any incidents to report, and that this report is separate from the Emergency Operations plan that has recently been presented.

Health Care Clinic update – Kristin Harris presented the Health Care Clinic annual report from September 2021 through August 2022. Lindsay R. Streit, Family Nurse Practitioner, is available once a week for an hour for student or staff visits. The report shows only minor reasons for visits.

Student Success Data Fact – Colleen Moore presented the Fall and Fall 1 2022 Enrollment report comparison to the Fall and Fall 1 2021 as the Student Success Data Fact for this month. Ms. Moore stated the total headcount for all locations went down from 2,364 last year to 2,251 or a decrease of 4.78%. The contact hours were down from 413,296 to 408,764 or a decrease of 1.09%. Skills Training Center and Acadeum enrollments increased.

SACSCOC 5th Report Matrix – Mrs. Bettye Hutchins presented the SACSCOC 5<sup>th</sup> Report Matrix for Dr. Brad Beauchamp. She stated this matrix displays the requirements for the College’s SACSCOC 5<sup>th</sup> year report. The 5<sup>th</sup> year report only addresses about one-half of the principals required to be addressed in the 10-year re-affirmation report. Additionally, three years of data is also required, so we began collecting that information in 2021-22. The 5<sup>th</sup> year report will be due September 2024.

Dr. Johnston presented the Upcoming College Events:

- (1) Vernon College Regular Board Meeting – October 12, 2022
- (2) Vernon College Foundation Annual Board Meeting, Vernon Campus – October 20, 2022
- (3) Vernon College NIRA Rodeo – October 20-22, 2022--WCEC
- (4) VC Sports Day – October 25, 2022 – Vernon
- (5) 2022-2023 Sports Status/Schedules (Rodeo, Baseball, Volleyball & Softball)

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

Mr. Brock 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. Veronika Webb, Assistant Volleyball Coach/Resident Hall Assistant, Vernon, effective August 1, 2022
- b. Edward Birckbichler, ADN Instructor – CCC, effective August 15, 2022
- c. Layce Cates, Admin Assist Classified II- Admissions, CCC, effective August 15, 2022
- d. Corey Camacho, Grounds Technician – Vernon, effective August 24, 2022
- e. Kenneth Burge, Maintenance Technician, CCC, effective September 1, 2022
- f. Ira “Jack” Jackson, Maintenance Specialist, Vernon, effective September 1, 2022

- g. Melissa Laussmann, Admin Assist Classified II-Continuing Education, CCC, effective September 12, 2022
  - h. Eric Miller, CDL/Truck Driver Instructor, Vernon Campus, effective September 26, 2022
2. Reassignment
- a. Melissa Williams, to CE Coordinator of Community & Recreational Services from Admin Assist Classified II-Continuing Education, CCC, effective September 1, 2022
  - b. Steven "Bret" Wilson, to Director of Facilities from Maintenance Supervisor - CCC, effective September 1, 2022
  - c. Ashley Burnham, to Assistant Testing Coordinator from Business Office/Evening and Saturday PBX Operator, effective September 12, 2022
3. Resignation
- a. Donna Adams – Grant Developer, effective August 31, 2022
  - b. Ashlee Rather – Student Success Specialist, effective August 31, 2022
  - c. Jessica Ayres - Admin Assist Classified II – LVN, effective September 16, 2022
  - d. Harli Adams – Admin Assist Classified III – Dean of Instruction, effective September 30, 2022

There being no further business Mr. Holt made the motion, seconded by Mrs. Smith to adjourn the meeting at 12:40 p.m.

  
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Mr. Bob Ferguson, Chairman

  
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Mrs. Betsy Smith, Secretary