

MINUTES

Regular Meeting BOARD OF TRUSTEES

Vernon College

April 17, 2013

The Board of Trustees of Vernon College met on Wednesday, April 17, 2013 at 11:30 a.m. in the *Board Room* of the *Osborne Administration Building*, Vernon, Texas with the following present: Dr. Todd Smith, Chairman, and Mrs. Vicki Pennington, Secretary. Other board members in attendance were Mr. Bob Ferguson, Mr. Norman Brints, Mr. Irl Holt, and Mrs. Joanie Rogers. Absent was Mr. Gene Heatly, Vice-Chairman.

Others present were Dr. Dusty R. Johnston, President, and Deans: Mr. Garry David, Mr. Joe Hite, and Mr. John Hardin, III. Also present were: Ms. Michelle A. Alexander, Director of Institutional Advancement/Executive Director, Vernon College Foundation; Mrs. Betsy Harkey, Director of Institutional Effectiveness; Mrs. Haven David, Director of Human Resources; Mrs. Sarah Davenport, Assistant Registrar; Mrs. Lana Carter, Admissions & Records Computer Coordinator; Mr. Chris Bell, Director of Campus Police; Mrs. Brandi Brannon, Director of Student Relations; Mr. Jeff Feix, Surgical Technology Program Coordinator; Mrs. Mindi Flynn, General Ledger Accountant; Mrs. Christie Lehman, Coordinator of Marketing & Alumni Relations; and Ms. Mary King, Administrative Secretary to the President. Guest present was Ms. Noelle Wiehe, from *The Vernon Daily Record*.

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

Consent Agenda

Mrs. Pennington made the motion, seconded by Mr. Bob Ferguson for approval of the Consent Agenda containing the *Minutes of the March 20, 2013 Regular Board Meeting* and the *President's Monthly Travel Expense Report*. The motion carried unanimously.

Action Item A

Mr. Garry David presented the *Financial and Investment Reports as of March 31, 2013*. Mr. Ferguson made the motion, seconded by Mr. Holt 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 *Revision to the Vernon College Bereavement Policy* as presented by Dr. Johnston. The motion carried unanimously.

Action Item C

Dr. Johnston presented the list of *Bids on the Century City Center Entryway Renovation*. Mr. Brints made the motion, seconded by Mrs. Pennington to approve Santa Rosa Construction at a cost of \$214,000 to construct the three additional entryways at Century City Center. The motion carried unanimously.

Action Item D

Mr. Ferguson made the motion, seconded by Mrs. Rogers to approve the *Resale Bids and Quitclaim Deeds of Properties held in Trust by the City of Vernon* as presented by Dr. Johnston. The motion carried unanimously.

Public Comment – No one was present to make comments.

President's Report/Board Discussion Items

ACCT Board Training – Dr. Johnston, Dr. Smith, Mrs. Pennington and Mrs. Rogers presented an overview of the program. The conference consisted of presentations about new resources for board self-assessment/evaluation, concealed weapons, and improving student success.

83rd Texas Legislative Session – Little has changed since the last Board meeting. A House-Senate Conference Committee will decide the final appropriations bill once it is appointed. There is a \$97 million difference between the Senate and the House budgets regarding community colleges. We are hoping for a compromise that splits this difference in half which will be very good for community colleges. The concealed weapon bill is moving along.

2013-2014 Budget, Draft 1 – The deans and their departments were challenged to cut operating costs by 6% that resulted in an approximately \$300,000 reduction. Tuition and fee revenues are a conservative but realistic estimate. The new \$5 increase in institutional service fees will help in preparing adjustments. This budget includes no new positions. It does include the 1.5% step in annual salaries. One of the largest variables is state appropriations. Another variable of concern is the probable

increase for health insurance costs. At this time, we do not know if that increase will be an additional cost to the College. Draft 2 will be presented next month and the President does not anticipate many changes from the first draft.

Construction/Renovation update – in addition to the new entryways at Century City Center, the College is leaning toward moving forward with inexpensive patching of the very worst parts of the facility's parking lots. Additionally, the College is preparing to take bids on the parking lot at the Chaparral Senior Citizens Center in Vernon.

Student Success Data Fact sheet – Dr. Johnston plans to provide the Board with a Student Success Data Fact sheet at each meeting. Recently Dr. Harkey, Mr. Mike Ruhl, Dean John Hardin, III, Mrs. Betsy Harkey, and Dr. Johnston participated in the Student Success by the Numbers Institute. Working together this team developed the priorities that the College plans to work on to strengthen our student success initiative. As a start, the College will begin offering a student success class as an elective, and the team is looking to expand the student orientation program.

Non-credit Workforce Programs (state funded) – The College is receiving more requests to implement these workforce type programs in our area high schools. Each time we do this, it helps develop stronger relationships with the schools. As the Skills Development Fund Grant hours decrease, this is another way to increase funded contact hours.

Safety and Security Task Force – Dean Hardin, Mrs. Brandi Brannon and Chief Chris Bell presented an overview of the Task Force's recommendations currently in the implementation phase on the various campuses. Currently the group is addressing the recommendations regarding security cameras and telephones, alarms, personnel training, auxiliary security services, mass notification systems, emergency procedure flip charts, security alerts, and Cleary Act requirements. A full report will be available when it is completed and approved by the administrative team. The goal of the task force is to ensure the safety and security of all students and employees.

July Board Retreat – the retreat will take place on the Vernon Campus Wednesday July 17, 2013 beginning at 8:30 a.m. thru 12:00 noon. If needed, the Board will hold a regular meeting at 1:00 p.m. to consider any action items. Once the morning agenda is developed, it will be sent to the Board. Any suggestions for additions to this agenda are welcome.

Upcoming College Events:

- (1) Vernon College Foundation Board meeting – Thursday, April 18, 2013 – 10:00 a.m. Century City Center
- (2) Scholarship Banquet – Tuesday, April 23, 2013 – 5:30 p.m. Colley Student Center
- (3) TACC meeting – Wednesday, April 24, 2013 – Austin
- (4) Honors Convocation – Thursday, April 25, 2013 – 6:30 p.m. Wilbarger Auditorium
- (5) Game Day Promotion – Saturday, April 27, 2013 – 1:00 p.m. Softball, 3:00 p.m. Baseball
- (6) Vernon College Vocal Ensemble and the Community Chorus – Spring Concert – Tuesday, April 30, 2013 – 7:00 p.m. Presbyterian Church
- (7) Vernon College Theatre Ensemble Spring production, "Alabama Rain" May 2nd – 4th – 8:00 p.m. Auditorium – Osborne Administration Building
- (8) Sports Banquet – Monday, May 6, 2013 – 7:00 p.m. Wilbarger Auditorium
- (9) Commencement – Saturday, May 11, 2013 – 10:30 a.m. Wilbarger Auditorium
- (10) RN Pinning – Saturday, May 11, 2013 – 2:00 p.m. Wilbarger Auditorium
- (11) Board of Trustees meeting – Wednesday, May 15, 2013 – 11:30 a.m. – Vernon Campus Board Room

Dr. Johnston noted that the Spring Concert as presented in the upcoming college events has cancelled.

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

Dr. Johnston presented the minutes from the Vernon College Faculty/Staff/Student Organizations – Exhibits

- (1) Student Government Association

2013 Summer Hours -- summer hours begin on Monday, May 13 and continue through Thursday, August 15. Operating hours will be Monday through Thursday 8:00 a.m. to 5:30 p.m. Offices will not be expected stay open until 6:00 p.m. during summer hours. Vernon College will return to the Monday through Thursday 8:00 a.m. to 6:00 pm and Friday 8:00 a.m. to 12:00 noon schedule on Monday, August 19, 2013.

Mr. Ferguson made the motion, seconded by Mr. Holt to approve the following personnel actions. The motion carried unanimously.

A. Employment

- (1) Janet Ford, Custodial Technician – Vernon, effective March 18, 2013 with an annual salary of \$20,747
- (2) Cole Tallman, Head Volleyball Coach – Vernon, effective April 8, 2013 with an annual salary of \$41,053

B. Retirement

- (1) Tommy Kajs, Maintenance Supervisor – Vernon, effective April 30, 2013
- C. Reassignment/Reclassification
 - (1) Chad Smith reassigned to Head Rodeo Coach – 10½ month faculty contract for 2013-14 at a salary of \$49,990 per year.

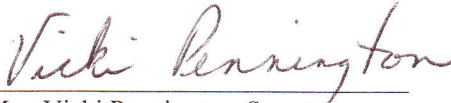
Closed Session: Mrs. Pennington made the motion, seconded by Mrs. Rogers to go into closed session at 12:43 p.m. in accordance with the Texas Open Meetings Act, Texas Government Code, Subchapter 551.074 to discuss personnel and 551.072 – Real Estate. The motion carried unanimously.

Open Session: Mr. Ferguson made the motion, seconded by Mrs. Pennington to reconvene at 1:05 p.m. in open session. The motion carried unanimously.

There being no further business Chairman Smith adjourned the meeting at 1:08 p.m.



Dr. Todd Smith, Chairman



Mrs. Vicki Pennington, Secretary