

MINUTES

Regular Meeting BOARD OF TRUSTEES

Vernon College
June 15, 2011

The Board of Trustees of Vernon College met on June 15, 2011 at 11:30 a.m. in the Board Room of the *Osborne Administration Building* for a Regular Board Meeting with the following present: Mr. Gene Heatly, Chairman; Mr. Norman Brints, Secretary, and Mr. Bob Ferguson, Vice Chairman. Other board members in attendance were Mrs. Vicki Pennington and Dr. Todd Smith. Absent were Mrs. Sylvia G. Mahoney and Mr. Curtis Graf.

Others present were Dr. Dusty Johnston, President, and Deans: Mr. John Hardin, III and Dr. Gary Don Harkey. Also present were: Ms. Michelle A. Alexander, Director of Institutional Advancement/Executive Director, Vernon College Foundation; Mrs. Melissa Elliott, Director of Financial Aid;; Mrs. Christie Lehman, Coordinator of Marketing & Alumni Relations; Mrs. Criquett Lehman, Director of Quality Enhancement; Dr. Michael Ruhl, Biology Instructor and President, *Vernon College Faculty Senate* and Ms. Mary King, Administrative Secretary to the President. Guests present were Mr. Rick Sims, *Bundy, Young, Sims & Potter, Inc.*, Mr. Taylor Steward, President, *Vernon College Student Government Association*, and Ms. Kathy McClellan, *The Vernon Daily Record*.

Chairman Heatly called the meeting to order at 11:35 a.m.

Mr. Ferguson made the motion, seconded by Mr. Brints to accept the *Minutes of the May 18, 2011 Regular Meeting*. The motion carried unanimously.

Action Item A

Dr. Johnston presented for consideration of approval the *Financial and Investment Reports as of May 30, 2011*. Mr. Ferguson made the motion, seconded by Mr. Brints to accept the report as presented. The motion carried unanimously.

Action Item B

Mr. Brints made the motion, seconded by Dr. Smith to approve the *Depository Contract Extension* with Herring Bank as presented by Dr. Johnston. The motion carried. Mrs. Pennington abstained from the vote.

Action Item C

Mr. Ferguson made the motion, seconded by Dr. Smith to approve the *2011-2012 Vernon College Catalog* as presented by Dr. Johnston. The motion carried unanimously.

Action Item D

Dr. Smith made the motion, seconded by Mr. Ferguson to approve the *Issuance of Employee Contracts for 2011-2012* as presented by Dr. Johnston. The motion carried unanimously.

Public Comment – No one was present to make comments.

President's Report/Board Discussion Items:

Architect, Mr. Rick Sims, provided an update on the renovation project at Century City reporting that the timeline is a little behind schedule but still in good shape. The plans and specifications should be ready for contractors on August 11, with a bid deadline of September 1. He projected construction duration of 9 months with a proposed completion date of June 2012. Dr. Johnston stated that one of the reasons the timeline was delayed was due to extensive meetings held with deans, administrators, and the different departments. Mr. Sims stated that staff involvement was very helpful during the planning process and preparation of the architectural drawings.

Dr. Johnston presented the second draft of the 2011-2012 Vernon College Budget stating it was currently \$67,000 out of balance. However, due to a new 1% participation fee for group insurance, that amount is now \$167,000. This fee was originally to take effect the second year of the biennium but the College recently received word that it was going to be instituted in the first year. He stated that with a few changes, the College should be able to save \$125,000 of the \$167,000. After considering insurance and retirement costs, the College will be paying approximately \$408 per month per employee; therefore, a cost of living pay raise will not be in the budget. A third draft of the budget will be presented at the July meeting and will reflect 99% of the final budget.

The President presented the enrollment update with a 5.22% decrease for the summer I compared to the 2010 summer session in all locations.

Mr. John Hardin III presented the Fall/Spring 2010-2011 Athletic Scholarship Report for Rodeo, Baseball, Softball and Volleyball totaling \$495,835.37, which was \$13,326.63 under budget.

Dr. Johnston discussed the July Board Retreat and July Regular Board Meeting scheduled for July 20 at Skills Training Center. He has been in contact and invited the Vernon College Foundation Board of Directors and the Midwestern State University Board of Regents to the luncheon.

Dr. Johnston stated the baseball facility is not finished so the tour will not take place at this time.

Dr. Johnston called the Board's attention to the upcoming Vernon College events:

- (1) TACC President's Conference – July 13–16, 2011, Horseshoe Bay, TX
- (2) SACS Regional Conference – July 17–20, 2011, Ft. Worth, TX
- (3) Vernon College Board of Trustees Retreat/Meeting/Tour – July 20, 2011, STC
- (4) Vernon College Foundation Meeting – Thursday, July 21, 2011, Vernon Campus
- (5) Governance Institute for Student Success – July 31–August 2, 2011, Ft. Worth, TX

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

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

A. Employment

- (1) Ronald Bernard Aldridge, Custodial Technician – CCC/STC, effective May 23, 2011 with an annual salary of \$19,845.
- (2) Gary Raschke, Maintenance Specialist – Vernon Campus, effective May 23, 2011 with an annual salary of \$27,616.
- (3) Christopher Horton, Painter/Maintenance – CCC/STC, effective May 30, 2011 with an annual salary of \$21,595.
- (4) Andrea Moore, Student Services Secretary – CCC, effective June 1, 2011 with an annual salary of \$20,371.
- (5) Michael Scott, LVN Instructor – Vernon/Wichita Falls, effective June 1, 2011 with an annual salary of \$45,609.
- (6) Brenda Taylor, LVN Instructor – Vernon/Wichita Falls, effective June 1, 2011 with an annual salary of \$45,609
- (7) Francisco Cordero, Culinary Arts/Hospitality Instructor – Burkburnett, effective June 13, 2011 with an annual salary of \$60,724

B. Retirement

- (1) Mary Anderson, ADN Instructor, effective May 14, 2011
- (2) Lois Jablonski, General Ledger Accountant, effective July 31, 2011

C. Resignation

- (1) Sharon Vargo, Cosmetology/Mail Clerk – Vernon Campus, effective May 16, 2011

D. Termination

- (1) Marisa Hernandez, Custodial Technician – Vernon Campus, effective May 6, 2011

Closed Session: Mr. Brints made the motion, seconded by Mr. Ferguson to go into closed session at 12:26 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: Mrs. Pennington made the motion, seconded by Mr. Ferguson to reconvene at 1:16 p.m. in open session. The motion carried unanimously.

Action: None

There being no further business Chairman Heatly adjourned the meeting at 1:18 p.m.