

# MINUTES

Regular Meeting

## BOARD OF TRUSTEES

Vernon College

June 17, 2015

The Board of Trustees of Vernon College met on Wednesday, June 17, 2015 at 11:30 a.m. in the *Board Room* of the *Osborne Administration Building*, Vernon, Texas with the following present: Dr. Todd Smith, Chairman, Mr. Norman Brints, Vice-Chairman, and Mrs. Vicki Pennington, Secretary. Other board members in attendance were Mr. Irl Holt, Mr. Bob Ferguson, and Mrs. Anne Spears. Absent was Mrs. Joanie Rogers. Others present were Dr. Dusty R. Johnston, President, Deans: Mr. Joe Hite and Mr. John Hardin, III. Also in attendance were Mrs. Shana Drury, Associate Dean of Instructional Services; Mr. Chris Bell, Director of Campus Police; Mrs. LeAnn Scharbrough, Advancement Specialist – Recruiting; Mrs. Christie Lehman, Coordinator of Marketing & Alumni Relations; Mrs. Criquett Lehman, Director of Quality Enhancement; Mrs. Mindi Flynn, General Ledger Accountant and Ms. Mary King, Administrative Secretary to the President. Guests present were Mr. Trevor Sholly of *Lincoln Clean Energy LLC*; Ms. Sandy Burkett, Chief Appraiser of *Wilbarger County Appraisal District*; and Mr. Mike Chacanaca of 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. Ferguson to approve the Consent Agenda containing the *Minutes of the May 20, 2015 Regular Board Meeting* and the *President's Monthly Travel Expense Report*. The motion carried unanimously.

Public Hearing – Dr. Johnston announced that part of the process to consider a tax abatement is to include a public hearing on the agenda for the proposed Tax Abatement Agreement between Vernon College and Electra Wind, LLC. Chairman Smith opened the floor for any comments from the public on the abatement. No one was present from the public.

Action Item A – Consider approval of the *Financial and Investment Reports as of May 31, 2015*. Mr. Ferguson made the motion, seconded by Mrs. Spears to approve the reports as presented by Mrs. Mindi Flynn, General Ledger Accountant and Dr. Johnston. The motion carried unanimously.

Action Item B – Consider approval of a *Resolution and Order Electing Eligibility and Adopting Guidelines and Criteria for Granting Property Tax Abatements in the Jurisdiction of Vernon College*.

Mr. Holt made the motion, seconded by Mr. Ferguson to approve the resolution electing eligibility and adopting guidelines and criteria for granting property tax abatements in accordance with Chapter 312 of the Texas Tax Code as presented by Dr. Johnston. The motion carried unanimously.

Action Item C – Consider approval of the *Resolution to Authorize Tax Abatement Agreement between Vernon College and Electra Wind, LLC*.

Mr. Ferguson made the motion NOT to approve the resolution to authorize the tax abatement agreement, the motion died for lack of a second. Chairman Smith then asked if there was another motion. Mr. Holt made the motion, seconded by Mr. Brints to approve the resolution and the tax abatement agreement with Electra Wind, LLC in accordance with Chapter 312 of the Texas Tax Code as presented by Dr. Johnston. The motion carried with a 4 to 2 count with Mr. Ferguson and Mrs. Pennington voting against the motion. Mr. Sholly stated his appreciation to the community – the Hospital, the County and the College for their consideration and approval. He also noted that it was possible the project could be larger than originally planned by raising the output from a 200 to 230 megawatt capacity, which could mean an additional \$400,000 over the 10-year abatement.

Action Item D – Review updated TASB (*LEGAL*) *Policy Updates* and consider approval of recommended revisions to (*LOCAL*) policies included in the TASB POLICY UPDATE 30.

Mr. Brints made the motion, seconded by Mrs. Spears to approve the revisions recommended by TASB Policy Service and by the administrative team including three small TASB (*LOCAL*) policy statements that were inconsistent with the current Vernon College Employee Handbook, as presented by Dr. Johnston. The motion carried unanimously.

Action Item E – Consider approval of *2015-2016 Distance Learning Handbook*.

Mr. Holt made the motion, seconded by Mr. Ferguson to approve the updated and revised 2015-2016 Distance Education Student manual as presented by Dr. Johnston. The motion carried unanimously.

Action Item F – Consider approval of the *2015-2016 Student Handbook*.

Mrs. Spears made the motion, seconded by Mrs. Pennington to approve the updated and revised 2015-2016 Vernon College Student Handbook as presented by Dr. Johnston and Dean Hardin. The motion carried unanimously.

Action Item G – Consider approval of the *2015-2016 Residence Hall Handbook*.

Mrs. Pennington made the motion, seconded by Mrs. Spears to approve the updated and revised 2015-2016 Residence Hall Handbook. The motion carried unanimously.

Action Item H – Consider approval of the *2015-2016 Vernon College General Catalog*.

Mr. Ferguson made the motion, seconded by Mr. Holt to approve the updated and revised 2015-2016 Vernon College General Catalog. The motion carried unanimously.

Action Item I – Consider approval to *Delegate Authority to the Dean of Administrative Services to Sell Athletic Team Bus*.

Mr. Holt made the motion, seconded by Mrs. Spears to delegate authority to the Dean of Administrative Services to sell the old Athletic Team Bus as presented by Dr. Johnston. The motion carried unanimously.

Public Comment – No one was present to make comments.

Board Input/Discussion – No discussion

Wilbarger County Appraisal District 2016 Proposed Budget – Chief Appraiser, Sandy Burkett presented the 2016 Proposed Budget for Wilbarger County Appraisal District. Ms. Burkett handed out a printed copy of the proposal to the Board for their information. She stated that by law, the county will hold a public hearing on August 4, 2015 at 6:00 p.m. and all were invited.

2015-2016 Proposed Budget update – Draft 3 – Dr. Johnston presented the third draft of the budget. He noted it is a work in progress and it is \$431,000 less than last year's budget. Currently, it is \$153,469 out of balance. Dean Garry David is well into draft 4. This draft will be discussed at the July retreat. It will be a very adequate budget. The budget still includes the 1.5 increase for all the salary schedules. Because of the statewide enrollment trends, we are not happy that our contact hours are down by 2% but we are doing better than some of our colleagues, who are down 6, 8 and 9%.

Summer Enrollment update – Dean Hite presented the Summer Enrollment report for Summer I and Spring II semester. We did not have a Mini-term this year. Contact hours are down by 17.35%. He reminded the board that the College decreased all CTE Associate Degree programs to 60 hours. Additionally, 12 semester hours were out of the nursing program, which was not our choice but that of THECB. So, the trend may continue for the contact hours to be down more than the head count.

2014-2015 Recruiting Summary – Mrs. LeAnn Scharbrough, Advancement Specialist – Recruiting, reported on the recruiting activities held September 1, 2014 through May 31, 2015. Her presentation included contacts Vernon College has had with students, interactions with high schools through college fairs, presentations at individual high schools and community organizations, high school visits, tours and events. Mrs. Scarbrough noted specific recruiting events held at Vernon College such as Sophomore Roundup,

GenTX Day, Café Con Leche, and the Area IV FFA Convention. Additionally, she reviewed the communication media to prospective students, as well as upcoming recruiting activities this summer, and proposed events and pilot projects for the 2015-2016 Academic Year.

Student Success Data Fact – Dr. Johnston presented the Student Success Data Fact about Placement and Completion. The data shows the trends concerning the technical programs. The College may have some enrollment issues but our placement and completion rate is good for most of our programs.

July Board Retreat – Dr. Johnston reminded the board of the retreat next month.

Dr. Johnston presented the Upcoming Events:

- (1) TACC President's Conference – July 8-11 – Horseshoe Bay, TX
- (2) Vernon College Board of Trustees Retreat/Meeting – Wednesday, July 15
- (3) Vernon College Foundation Meeting – Thursday, July 16

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

Personnel –

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

A. Employment

- (1) Linda Gregg, Classified II, Financial Aid/Veterans Services – Century City Center, effective June 3, 2015 with an annual salary of \$21,301.
- (2) Marissa Underhill, Sociology Instructor – Century City Center, effective August 3, 2015, with an annual salary of \$41,382.

B. Internal Transfer

- (1) Sherrie Denhem, Transfer *from* CNA Director/Health Careers Instructor – City View, *to* Director of Vocational Nursing effective TBD, with an addition of \$5,000 Stipend (prorated).
- (2) Anita Williams, Transfer *from* Health Careers Instructor – VTC, *to* Health Careers Instructor – City View, effective in the Fall 2015 with no change in salary.

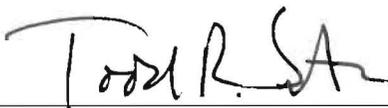
C. Resignation

- (1) Randy Arnold, Custodial Technician, Vernon Campus, effective June 25, 2015
- (2) Kevin Lallmann, Head Baseball Coach – Vernon Campus, effective June 30, 2015
- (3) Brittany Lilly, Assistant Softball Coach – Vernon Campus, effective August 31, 2015

D. Termination

- (1) Sandra Godino, Classified II, Financial Aid/Veteran – CCC, effective May 15, 2015

There being no further business Dr. Smith adjourned the meeting at 12:38 p.m.



Dr. Todd Smith, Chairman



Mrs. Vicki Pennington, Secretary