

MINUTES

Regular Meeting

BOARD OF TRUSTEES

Vernon College

May 18, 2016

The Board of Trustees of Vernon College met on Wednesday, May 18, 2016 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. Bob Ferguson, Mr. Irl Holt, Mrs. Joanie Rogers and Mrs. Anne Spears.

Others present were Dr. Dusty R. Johnston, President, and Deans Garry David, Joe Hite, Gary Don Harkey, and Jim Nordone. Also present were Ms. Michelle A. Alexander, Director of Institutional Advancement/Executive Director, Vernon College Foundation; Mr. Kevin Holland, Director of Campus Police; Mrs. Shana Drury, Associate Dean of Instructional Services; Mrs. Ivy Harris, ERP/SIS Coordinator; Ms. Clara Gregory, Coordinator of Marketing and Alumni Relations; Mrs. Mindi Flynn, General Ledger Accountant, and Ms. Mary King, Administrative Secretary to the President. Guest present was Allan Patterson with *Community Health Care Center of Wichita Falls*.

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

Consent Agenda

Mrs. Pennington made the motion, seconded by Mr. Holt to approve the Consent Agenda containing the *Minutes of the April 20, 2016 Regular Board Meeting* and the *President's Monthly Travel Expense Report*. The motion carried unanimously.

Action Item A – Qualify Newly Elected Board Members

Vice-Chairman Norman Brints swore in newly elected board members Vicki Pennington, Place #3, and Todd R. Smith, Place #4, as they took the *Oath of Office*. They signed the *Statement of Officer*, and were both presented with a *Certificate of Election*. Both members were elected during the May 7, 2016 Vernon College Trustee Election.

Action Item B

Mr. Ferguson made the motion, seconded by Mrs. Rogers to approve the *Recommendations of the Nominating Committee* for the slate of board officers to serve 2016 to 2018 as presented by Mrs. Spears. The nominating committee appointed by Chairman Smith, consisted of Mr. Irl Holt, Mrs. Joanie Rogers and Mrs. Anne Spears. The recommendations presented were Dr. Todd Smith as Chairman, Mr. Norman Brints as Vice-Chairman, and Mrs. Vicki Pennington as Secretary. The motion carried unanimously.

Action Item C

Dean David presented the *Financial and Investment Reports as of April 30, 2016*. Mr. Brints made the motion, seconded by Mr. Holt, to approve the report as presented. The motion carried unanimously.

Action Item D

Mrs. Spears made the motion, seconded by Mr. Ferguson, to approve the *2016 – 2017 Annual Action Plan* as presented by Mrs. Betsy Harkey. The motion carried unanimously.

Action Item E

Mrs. Rogers made the motion, seconded by Mr. Ferguson to approve the *Submission of Certificate Programs* to Texas Higher Education Coordinating Board for *Certified Clinical Medical Assistant (CIP 51.0801)* and *Dental Assisting (CIP 51.0601)* as presented by Dr. Johnston and Mrs. Shana Drury. The motion carried unanimously.

Public Comment – No one was present to make comments.

President's Report/Board Discussion Items

Board Comments/Discussion –

Dr. Johnston introduced Mr. Kevin Holland as the new Director of Campus Police.

Dr. Johnston reminded the board to send additions to the July retreat agenda to him.

Mr. Ferguson mentioned reading about the new roof at Skills Training Center and inquired if the College would have to pay for part of it. Dr. Johnston stated the Administration is in negotiation with the County Commission as to our portion of the cost; he will keep the board informed. He was invited to attend a Wichita County Commission public meeting to be aware of what they were doing.

Dr. Smith reported on the April 21, 2016 Vernon College Foundation Meeting. The Foundation Board of Directors confirmed Mrs. Helen Willingham as Chairman. Mrs. Joni Streit was elected Vice Chairman. The directors approved two grants for the college, one for an enhanced fall marketing/image campaign and the second for a student mentor program. Dr. Johnston gave his presidents report, Dean David gave the financial report and Ms. Alexander gave the philanthropic report.

Allan Patterson – Community Health Care Center/Wichita Falls – Guest Mr. Patterson made a presentation on TodayCare – A Community Clinic at Vernon College. He presented the objectives on federally qualified health centers and a proposal to establish a community health clinic at Century City Center. This would include utilizing the existing dental assistant training clinic for a dental clinic that would serve the community, serve as a clinical site for the College's dental assistant students, and provide discounts to Vernon College's students, faculty and staff.

Budget Update – draft 2 – Dr. Johnston presented Draft 2 stating it is \$240,000 out of balance, down from the \$450,000 in Draft 1. He reiterated the budget is based on the effective base tax rate, and includes a 1.5% salary step increase and the 5% tuition and fee revenue cushion.

ERP/SIS update – Mrs. Ivy Harris reviewed the progress to date, which is on schedule. A target date of September 1 has been set for launching the Dynamics DP for the business office side of the house.

Student Success Data Fact – Mrs. Harkey presented the Student Success Data Fact: the annual review of the Key Performance Indicators of Accountability and their related Benchmarks. The Student Success by the Numbers Committee found no changes from last year. Going forward, Title III objectives and strategy data will be added to the KPIAs.

2015-2016 Athletic Scholarship Award Report – Dr. Johnston presented the athletic scholarship award report for the 2015-2016 academic year. A total of \$490,856.03 for Rodeo, Baseball, Softball and Volleyball scholarships.

TASB Policy Update 31 discussion – Dr. Johnston sent the update 31 changes to the board for their review. Most of these changes do not pertain to Vernon College. We are mostly interested in any changes in the local policies.

Program/Discipline Evaluation update – Dr. Johnston stated a Program/Discipline task force committee reviews materials submitted for evaluation and the summary of results are presented to the board annually.

Dr. Johnston presented the Upcoming College Events:

- (1) Vernon ISD Scholarship Banquet – May 23, 2016 – Vernon High School – 6:00 p.m.
- (2) Vernon College Police Academy Graduation – May 26, 2016 – Century City Center
- (3) Continuing Education Programs Completion Ceremony – June 2, 2016 – Wichita Falls
- (4) Community College Association of Texas Trustees conference – June 3-4, 2016 – San Antonio
- (5) Board of Trustees meeting – June 15, 2016 – Board Room

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

Dr. Johnston presented the Minutes from Faculty/Staff/Student Organizations - VC Employee Forum Meeting

Personnel –

Mr. Ferguson made the motion, seconded by Mrs. Spears, 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) James “Ken” Terry, Campus Police – Century City Center, effective May 9, 2016 with an annual salary of \$29,370
- (2) Kevin Holland, Director of Campus Police – Vernon Campus, effective May 16, 2016 with an annual salary of \$37,080

B. Resignation

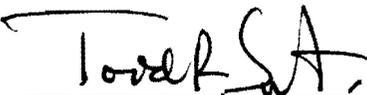
- (1) Daniel Lowe, Government Instructor, CCC, effective May 18, 2016

Closed Session: Mr. Ferguson made the motion, seconded by Mrs. Rogers, to go into closed session at 1:24 p.m. in accordance with the Texas Open Meetings Act, Texas Government Code, Subchapter 551.074, to discuss personnel or other items under this section of the Texas Government Code, Texas Open Meetings Act. The motion carried unanimously.

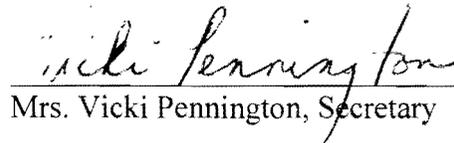
Open Session: Mr. Ferguson made the motion, seconded by Mrs. Rogers, to reconvene at 1:42 p.m. in open session. The motion carried unanimously.

Action: None

There being no further business Dr. Smith adjourned the meeting at 1:45 p.m.



Dr. Todd Smith, Chairman



Mrs. Vicki Pennington, Secretary