

MINUTES

Regular Meeting BOARD OF TRUSTEES

Vernon College

December 12, 2012

The Board of Trustees of Vernon College met on Wednesday, December 12, 2012 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. Irl Holt and Mrs. Joanie Rogers. Absent were Mr. Norman Brints and Mr. Gene Heatly, Vice-Chairman.

Others present were Dr. Dusty Johnston, President, and Deans: Mr. Joe Hite, 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. Mindi Flynn, General Ledger Accountant; Mrs. Christie Lehman, Coordinator of Marketing & Alumni Relations; Mrs. Criquett Lehman, Director of Quality Enhancement; and Ms. Mary King, Administrative Secretary to the President. Guests present were Mr. Joseph Castelli, CCC Adjunct Math Instructor, and Ms. Noelle Wiehe, from *The Vernon Daily Record*.

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

Mrs. Pennington made the motion, seconded by Mr. Holt to accept the *Minutes of the October 17, 2012 Regular Board Meeting* as presented. The motion carried unanimously.

Action Item A

Mr. Garry David presented the *Financial and Investment Reports as of November 30, 2012*. Mr. Ferguson made the motion, seconded by Mrs. Rogers to accept the report as presented. The motion carried unanimously.

Action Item B

Mr. Holt made the motion, seconded by Mr. Ferguson to approve to *Accept the 2011-2012 Audit Prepared by Edgin, Parkman, Fleming, and Fleming, PC* of Wichita Falls, Texas. The motion carried unanimously.

Action Item C

Mr. Ferguson made the motion, seconded by Mr. Holt to approve of *Zero Tuition for "Leadership Wichita Falls" for the Class of 2013*. The motion carried unanimously.

Public Comment – No one was present to make comments.

President's Report/Board Discussion Items

Dr. Johnston stated that board members Mrs. Pennington, Mrs. Rogers, Mr. Holt, and Dr. Smith have completed the mandatory training on State of Texas Open Meetings Act and the THECP Community College Financial Management according to our state policies and guidelines.

Dr. Johnston presented information on the topic of a 4 Day Class Schedule/5 Day Work Week for open discussion. The benefit to the institution is to use Friday for conducting meetings, and professional development and task force committee meetings for faculty and staff. The students' class schedules would no longer include Friday class sessions. This would also benefit those students having to travel with their gas budget. Dr. Harkey stated this would also benefit athletic students who have to attend events. Some departments such as Nursing and Cosmetology may not be able to adapt due to their clinicals and total hour requirements per week.

Dr. Johnston called attention to upcoming events:

- (1) College Closed for the Holiday – Tuesday, December 18, 2012 5:00 pm
- (2) College Re-opens for Spring Semester – Wednesday, January 2, 2013
- (3) Faculty Return/All Employee Professional Development – Monday, January 7, 2013
- (4) 83rd Texas Legislative Session convenes – Tuesday, January 8, 2013
- (5) Classes Begin – Tuesday, January 14, 2013
- (6) January Board of Trustees Meeting – Wednesday, January 16, 2013
- (7) TACC Quarterly President's Meeting – Austin, TX – Monday, February 4, 2013

- (8) Community College Day at the Capitol – Austin, TX – Tuesday, February 5, 2013
- (9) TCCTA Conference – Houston, TX – February 21-23, 2013

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

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

- (1) SGA Meeting Minutes
- (2) Employee forum

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

A. Employment

- (1) Robyn Wike, EMS Coordinator – Century City Campus, effective November 15, 2012 with an annual salary of \$45,720.
- (2) Kristan Neeb, Classified II, Library Associate – Century City Campus, effective December 3, 2012 with an annual salary of \$20,676.
- (3) Kelsey Lange, Interpreter/ADA Services – Century City Campus, effective January 2, 2013 with an annual salary of \$24,836.

B. Retirement

- (1) Suzanne Butler, Library Services Associate – Vernon Campus, effective December 31, 2012

Closed Session: Mr. Holt made the motion, seconded by Mr. Ferguson to go into closed session at 12:35 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 1:12 p.m. in open session. The motion carried unanimously.

Action: None

There being no further business Chairman Smith adjourned the meeting at 1:15 p.m.



Dr. Todd Smith, Chairman



Mrs. Vicki Pennington, Secretary