

MINUTES

Regular Meeting BOARD OF TRUSTEES

Vernon College
January 16, 2013

The Board of Trustees of Vernon College met on Wednesday, January 16, 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, Mr. Gene Heatly, Vice-Chairman and Mrs. Vicki Pennington, Secretary. Other board members in attendance were Mr. Bob Ferguson, Mr. Norman Brints, and Mr. Irl Holt. Absent was Mrs. Joanie Rogers.

Others present were Dr. Dusty Johnston, President, and Deans: Mr. Garry David, 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. Betsy Harkey, Director of Institutional Effectiveness; Mrs. Shana Munson, Associate Dean, Career & Technical Education; Mrs. Melissa Elliott, Director of Financial Aid; Mr. Chris Bell, Director of Campus Police; Mrs. Mindi Flynn, General Ledger Accountant; Mrs. Christie Lehman, Coordinator of Marketing & Alumni Relations; Mrs. Criquett Lehman, Director of Quality Enhancement; Mrs. Roxie Hill, Instructional Designer; Mrs. Mary Ann Noah, Financial Aid Processor/President of the Employees Forum; 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.

Mrs. Pennington made the motion, seconded by Mr. Brints to accept the *Minutes of the December 12, 2012 Regular Board Meeting* as presented. The motion carried unanimously.

Action Item A

Mr. Garry David presented the *Financial and Investment Reports as of December 31, 2012*. Mr. Ferguson made the motion, seconded by Mr. Heatly to accept the report as presented. The motion carried unanimously.

Action Item B

Mr. Brints made the motion, seconded by Mr. Holt to approve the *Resolution to Consider Tax Abatement*. The motion carried unanimously.

Action Item C

Mr. Heatly made the motion, seconded by Mrs. Pennington to approve the *Tax Reinvestment Zones and Tax Abatement Guideline, Criteria, and Schedule*. The motion carried unanimously.

Action Item D

Mr. Holt made the motion, seconded by Mr. Ferguson to approve the *Resale Bids and Quitclaim Deeds of Properties Held in Trust by the City of Vernon*. The motion carried unanimously.

Action Item E

Mr. Brints made the motion, seconded by Mr. Heatly to approve *Zero Tuition for Wichita Falls Fire Department for In-Service Continuing Education*. The motion carried unanimously.

Action Item F

Mr. Brints made the motion, seconded by Mr. Ferguson to approve the *Revised Vernon College Athletic Drug Testing Policy*. The motion carried unanimously.

Public Comment – No one was present to make comments.

President's Report/Board Discussion Items

Dr. Johnston reported that the professional development activities were successful for all staff held January 7 on the Vernon campus.

Dean Hite presented a preliminary enrollment update. Spring semester enrollment is down less than 1%. The report on contact hours will be available next month.

Dr. Johnston gave an update on the 83rd Texas Legislative Session. Reduced funding for community colleges due to the small decrease in contact hours and enrollment this past year is contained in the first presentation of Senate Bill 1. Dr. Johnston along

with other Texas Association of Community College representatives will be in Austin next week to be available to testify before the Senate Finance Committee about funding for community colleges.

Dr. Johnston stated that the planning process for the 2013-14 budget will begin in February and worked on through April. In May the budget will be finalized after the conclusion of the legislative session. The board approves the budget in July.

Dean David gave an update on the Facility Usage Task Force. The purpose of this task force is to review the College's policies and procedures regarding community use of Vernon College facilities. The committee is reviewing facility usage policies and procedures from other locations in order to update the College's current policy to include community use and fees.

Ms. Alexander reported on the Integrative Marketing/Recruiting Task Force. The committee consists of members from a broad section of the college and representatives from many departments. The group is working through the Task Forces charges and has developed an extensive list of the marketing activities, defined in the broad sense, currently in use throughout the College. This list is currently under review and the members are making comments on current activities and adding recommendations for improvement, change or new activities. The final task of the Task Force will be the development of a set of recommendations that will be presented to the Administrative Team by the end of the semester. Once approved, these recommendations will become the basis of a new marketing plan for the College.

Dr. Johnston called attention to upcoming events:

- (1) Vernon College Foundation Board meeting – Vernon, TX – 10:00 a.m. January 17, 2013
- (2) TACC Quarterly President's meeting – Austin, TX – February 4-5, 2013
- (3) Community College Day at the Capitol – Austin, TX – February 5, 2013
- (4) February Board of Trustees meeting – Wednesday, February 20, 2013
- (5) TCCTA Conference – Houston, TX – February 21-23, 2013
- (6) Vernon College Foundation On-line Auction – February 27 – March 1, 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) Employee forum

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

A. Employment

- (1) Tami Phillips, Bookstore Clerk – Vernon Campus, effective January 2, 2013 with an annual salary of \$20,676.
- (2) Jeffrey Rumminger, Coordinator of Community and Recreational Services – Century City Campus, effective January 7, 2013 with an annual salary of \$35,992.

B. Resignation

- (1) Tommy Berend, – Century City Campus, effective December 31, 2012
- (2) Tanya Beauregard, A D N Instructor – Century City Campus, effective December 31, 2012

C. Administrative position revision

- (1) Jessica Sutherland—Early College Start Coordinator—position revised from 270 points to 310 points –salary will be \$35,992 for a 12 month contract
- (2) Ann Schultz—Business Office/Facilities Coordinator—position revised from a Classified III to the administrative schedule at 255 points—salary will be \$31,438 for a 12 month contract

D. Administrative leave with pay for remainder of the 2012-2013 contract

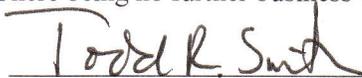
- (1) Bobby Scott

Closed Session: Mrs. Pennington made the motion, seconded by Mr. Heatly to go into closed session at 12:29 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 1:01 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