

MINUTES

Special Meeting/Board Retreat
BOARD OF TRUSTEES

Vernon College
July 18, 2012

The Board of Trustees of Vernon College met on Wednesday, July 18, 2012 at 9:00 a.m. in the *Board Room* of the *Century City Center*, Wichita Falls, TX with the following present: Dr. Todd Smith, Chairman; Mr. Gene Heatly, Vice-Chairman; Mrs. Vicki Pennington, Secretary. Other board members in attendance were Mr. Bob Ferguson, Mr. Norman Brints, Mr. Irl Holt and Mrs. Joanie Rogers.

Others present were Dr. Dusty Johnston, President, Dr. Raymond Hawkins, consultant, and Ms. Mary King-Administrative Secretary to the President.

Dr. Johnston welcomed everyone for attending and introduced Dr. Raymond Hawkins.

Dr. Hawkins discussed the “Roles and Responsibilities of Community College Board Members”. He focused primarily on the TACC Handbook for Trustees highlighting the Board’s role of responsibilities, principles of boardmanship, self-evaluation, standards of good practice, responsibilities of individual members, and the trustee code of ethics.

He also reviewed the Guide to Trustee Roles and Responsibilities written by the Association of Community College Trustees.

The meeting adjourned at 11:20 a.m.

MINUTES

Regular Meeting BOARD OF TRUSTEES

Vernon College
July 18, 2012

The Board of Trustees of Vernon College met on Wednesday, July 18, 2012 at 1:00 p.m. in the *Board Room* of the *Century City Center*, in Wichita Falls, Texas with the following present: Dr. Todd Smith, Chairman; Mr. Gene Heatly, Vice-Chairman; Mrs. Vicki Pennington, Secretary. Other board members in attendance were Mr. Bob Ferguson, Mr. Norman Brints, Mr. Irl Holt and Mrs. Joanie Rogers.

Others present were Dr. Dusty Johnston, President, and Deans: Mr. Joe Hite, Dr. Gary Don Harkey, and Mr. Garry David. Also present were: Ms. Michelle A. Alexander, Director of Institutional Advancement/Executive Director, Vernon College Foundation; Mr. Greg Fowler, Criminal Justice Instructor/Division Chair of Behavioral & Social Sciences; Mrs. Betsy Harkey, Director of Institutional Effectiveness; Mrs. Haven David, Director of Human Resources; Ms. Michelle Wood, Director of Continuing Education; Mrs. Mindi Flynn, General Ledger Accountant; Ms. LeAnn Jordan, Advancement Services Specialist; and Ms. Mary King, Administrative Secretary to the President. Guests present were Mr. Daniel Walker, from *The Vernon Daily Record*.

Chairman Smith called the meeting to order at 1:00 p.m.

Mrs. Pennington made the motion, seconded by Mr. Ferguson to accept the *Minutes of the June 20, 2012 Regular Meeting* as presented. The motion carried unanimously.

Action Item A

Mr. Garry David presented the *Financial and Investment Reports as of June 30, 2012*. Mr. Brints made the motion, seconded by Mr. Holt to accept the report as presented. The motion carried unanimously.

Action Item B

Mrs. Pennington made the motion, seconded by Mr. Heatly to approve *I.S.D. Contract Agreements for 1) Burkburnett I.S.D. – Health Occupations, Culinary Arts, 2) Paducah I.S.D. – Health Occupations Tuition, 3) City View I.S.D. – Health Occupations Tuition, 4) Iowa Park – Health Occupations, 5) Vernon – Health Occupations, and 6) Quanah I.S.D.—Health Occupations*. The motion carried unanimously.

Action Item C

Mr. Heatly made the motion, seconded by Mrs. Rogers to approve *TASB UPDATE 27 Local Policies*. The motion carried unanimously.

Action Item D

Mr. Brints made the motion, seconded by Mr. Ferguson to approve the *Purchase of Fitness Center Equipment* from J. W. Oliver. The motion carried unanimously.

Action Item E

Mr. Holt made the motion, seconded by Mr. Ferguson to approve the *Issuance of Employee Contracts for 2012-2013* with the 1.5% step increase, plus a 1.5% raise, for a total of a 3% salary increase for all employees. The motion carried unanimously.

Public Comment – No one was present to make comments.

President's Report/Board Discussion Items:

Construction Update: Dr. Johnston was pleased to say that the renovation is days away from being complete and will be ready for an Open House on July 26th.

Dr. Johnston presented the fourth draft of the 2012-2013 Vernon College Budget stating there were no major changes since the last draft. The final draft will be approved at the August meeting.

Dr. Johnston handed out an estimate of *2012 Property Tax Rates in Wilbarger County Junior College District* for Vernon College for discussion. A public hearing and proposed tax rate will take place in September.

Dr. Johnston pointed out the upcoming events:

- (1) Vernon College Foundation Board Meeting – Thursday, July 19
- (2) Open House for Century City Center – Thursday, July 26 – 4:00 p.m. to 7:00 p.m.
- (3) LVN Pinning @ Wichita Falls – Thursday, August 16
- (4) Surgical Technology Pinning @ Wichita Falls – Friday, August 17
- (5) Fall Semester Kickoff for all Faculty & Staff – Monday, August 20
- (6) “Regular” Office Hours – August 20
- (7) Registration On-Site – August 21 – 23
- (8) Classes begin – August 27
- (9) Labor Day Holiday – September 3
- (10) 40th Anniversary Picnic on Vernon Campus – Saturday, September 8, 11:00 a.m. – 1:00 p.m.
- (11) 40th Anniversary Donor Banquet - TBA

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

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

A. Employment

- (1) Paul Frommelt, Grounds Technician – Vernon, effective July 1, 2012 with a salary of \$20,549.
- (2) Lyndsey Lipscomb, Assistant Softball Coach/Resident Hall Assistant, effective August 1, 2012 with a salary of \$22,551.
- (3) William Robertson, Biology Instructor – Century City Campus, effective August 6, 2012 with a 9 month salary of \$38,608.

B. Resignation

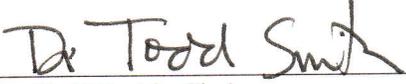
- (1) Deborah Bagley, Health Careers Instructor – Olney High School, effective June 2, 2012
- (2) Jamie Buchanan, A D N Instructor – Vernon, effective May 12, 2012

Closed Session: Mr. Ferguson made the motion, seconded by Mr. Holt to go into closed session at 1:59 p.m. in accordance with the Texas Open Meetings Act, Texas Government Code, Subchapter 551.074 to discuss personnel. The motion carried unanimously.

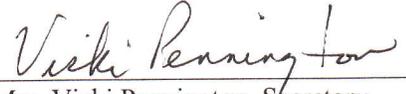
Open Session: Mrs. Pennington made the motion, seconded by Mr. Heatly to reconvene at 2:15 p.m. in open session. The motion carried unanimously.

Action: None

There being no further business Chairman Smith adjourned the meeting at 2:18 p.m.



Dr. Todd Smith, Chairman



Mrs. Vicki Pennington, Secretary