

# MINUTES

## Regular Meeting BOARD OF TRUSTEES

Vernon College  
May 18, 2011

The Board of Trustees of Vernon College met on May 18, 2011 at 11:30 a.m. in the Board Room of the *Osborne Administration Building* for a Regular Board Meeting with the following present: Mr. Gene Heatly, Chairman and Mr. Norman Brints, Secretary. Other board members in attendance were Mrs. Sylvia G. Mahoney, Mr. Curtis Graf, Mrs. Vicki Pennington, and Dr. Todd Smith. Absent was Mr. Bob Ferguson, Vice-Chairman.

Others present were Dr. Dusty Johnston, President, and Deans: Mr. John Hardin, III, Dr. Gary Don Harkey, Mr. Garry David, and Mr. Joe Hite. Also, present were: Mr. Bob Bolton, Associate Dean Administrative Services; Mrs. Shana Munson, Associate Dean, Career & Technical Education; Ms. Michelle A. Alexander, Director of Institutional Advancement/Executive Director, Vernon College Foundation; Mr. Chris Bell, Director of Campus Police; Mrs. Haven David, Director of Human Resources; Mrs. Melissa Elliott, Director of Financial Aid; Mr. Jeff Feix, Coordinator/Instructor of Surgical Technology; Dr. Karen Gragg, Division Chair of Math and Science; Mrs. Betsy Harkey, Director of Institutional Effectiveness; Mrs. Lois Jablonski, General Ledger Accountant; Mrs. Christie Lehman, Coordinator of Marketing & Alumni Relations; Mrs. Crique Lehnman, Director of Quality Enhancement; and Ms. Mary King, Administrative Secretary to the President. Guests present were Mr. Taylor Steward, *Vernon College Student Government Association* President and Ms. Kathy McClellan, from *The Vernon Daily Record*.

Chairman Heatly called the meeting to order at 11:35 a.m.

Dr. Smith made the motion, seconded by Mr. Graf to accept the *Minutes of the April 20, 2011 Regular Meeting*. The motion carried unanimously.

### Action Item A

Mr. David presented for consideration of approval the *Financial and Investment Reports as of April 30, 2011*. Mrs. Mahoney made the motion, seconded by Mr. Brints to accept the report as presented. The motion carried unanimously.

### Action Item B

Mr. Curtis made the motion, seconded by Mrs. Mahoney to approve the *2011-2012 Annual Action Plan* as presented by Dr. Johnston. The motion carried unanimously.

### Action Item C

Mrs. Pennington made the motion, seconded by Mr. Brints to approve the *TASB UPDATE 26 Local and Legal Policies* as presented by Dr. Johnston. The motion carried unanimously.

### Action Item D

Mr. Brints made the motion, seconded by Dr. Smith to approve the *Request to Waiving Interest and Penalties on Unpaid Taxes* as presented by Dr. Johnston. The motion carried unanimously.

### Action Item E

Dr. Smith made the motion, seconded by Mrs. Mahoney to approve to *Waive the Vernon College Application Fee for Students Who Possess the Career Readiness Certificate (CRC)* as presented by Dr. Johnston. The motion carried unanimously.

### Action Item F

Mr. Graf made the motion, seconded by Mrs. Pennington to declare as a "*Special Population*" and to offer "*Zero Tuition*" for *Continuing Education Courses for the Wichita Falls Fire Department Basic Fire Academy Program for 2010-2011* as presented by Dr. Johnston. The motion carried unanimously.

### Action Item G

Mr. Brints made the motion, seconded by Mr. Graf to approve *Continuing the Renovation Efforts of Century City Center by Utilizing the Competitive Sealed Proposal Process* as presented by Dr. Johnston. The motion carried unanimously.

Public Comment – No one was present to make comments.

President's Report/Board Discussion Items:

Dr. Johnston presented the Board with the first draft of the 2011-2012 Vernon College Budget to the Board stating that state appropriations are still unknown. This draft is based on a 90% worst-case estimate. He reported that this first draft represents the College's ability to continue our approved plan of doing a good job without losing any personnel and to accomplish our goals for the next year. He further stated the bulk of the \$810,000 in reductions come from capital projects and capital outlay. A more concise draft will be presented at the June board meeting with a final draft by the August meeting.

Dr. Johnston discussed the July Board Retreat and July Regular Board Meeting scheduled for July 20 at Skills Training Center. Plans are moving forward to invite the Vernon College Foundation Board of Directors and the Midwestern State University Board of Regents to the luncheon followed by a tour of the facility.

Dr. Johnston called the Board's attention to the upcoming Vernon College events:

- (1) Cisco College Core Curriculum Conference – May 19-21, 2011 – Cisco College Campus
- (2) NISOD 33<sup>rd</sup> Annual International Conference -Teaching & Leadership Excellence – May 29-June 1, 2011 – Austin, TX
- (3) Community College Association of Texas Trustees Conference – June 4, 2011 – Austin, TX

Dr. Johnston met with the Retention Task Force to discuss their final report. He is working with the Administrative Team to determine which recommendations from their report can be put into practice to improve retention at Vernon College.

Dr. Johnston also reported the three-member team consisting of Sjohnnton Fanner, Megan Ochoa and Lyndsey Lipscomb would be representing Vernon College in the "Ride the Hide" contest at the Santa Rosa Rodeo on Friday May 20, 2011.

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

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

- (1) STSA (Surgery Technology Student Association)

Dr. Johnston updated the Board on the baseball complex of a final walk through scheduled for next week. Restroom facilities were complete in time for three playoff games held recently. Mr. Graf commented on attending the sports banquet and mentioned he was impressed of how many students from the baseball program are going on to play professional ball.

Dr. Johnston gave his appreciation to Associate Dean, Bob Bolton who is retiring at the end of May.

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

- A. Retirement
  - (1) Bob C. Bolton, Associate Dean of Administrative Services, effective May 31,2011
- B. Resignation
  - (1) Alex Schenck, Assistant Coach/Housing Director, effective May 13, 2011
- C. Non-Renewal/Termination
  - (1) Stephenie Willis-Koontz, 9.5 month contract due to Wichita Falls ISD termination of Instructional Agreement with Vernon College effective May 27, 2011
- D. Re-Appointment 2011-2012
  - (1) Division chairs

Closed Session: Dr. Smith made the motion, seconded by Mrs. Mahoney to go into closed session at 12:26 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. Brints made the motion, seconded by Mr. Graf to reconvene at 12:48 p.m. in open session. The motion carried unanimously.

Action: None

There being no further business Chairman Heatly adjourned the meeting at 12:50 p.m.

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Mr. Gene Heatly, Chairman

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Mr. Norman Brints, Secretary