

MINUTES

Regular Meeting BOARD OF TRUSTEES

Vernon College
October 17, 2012

The Board of Trustees of Vernon College met on Wednesday, October 17, 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, Mr. Gene Heatly, Vice-Chairman, and Mrs. Vicki Pennington, Secretary. Other board members in attendance were Mr. Norman Brints, Mr. Bob Ferguson, 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. John Hardin, III. 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; Mrs. Mindi Flynn, General Ledger Accountant; Mr. Chris Bell, Director of Campus Police; Mrs. Christie Lehman, Coordinator of Marketing & Alumni Relations; Mrs. Criquet Lehman, Director of Quality Enhancement; Mrs. Mary Ann Noah, Financial Aid Processor and President of the Employees Forum; 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 11:34 a.m.

Mrs. Pennington made the motion, seconded by Mr. Ferguson to accept the *Minutes of the September 19, 2012 Regular Board Meeting* as presented. The motion carried unanimously.

Action Item A

Mrs. Mindi Flynn presented the *Financial and Investment Reports as of September 30, 2012*. Mr. Brints made the motion, seconded by Mrs. Rogers to accept the report as presented. The motion carried unanimously.

Action Item B

Mr. Ferguson made the motion, seconded by Mr. Brints to approve the *Philosophy, Vision, Values, Mission, and 2013-2017 Long Term Objectives for Vernon College*. Dr. Johnston stated that Mrs. Betsy Harkey, the Director of Institutional Effectiveness is responsible for preparing and making sure the plans are in place. The motion carried unanimously.

Public Comment – No one was present to make comments.

President's Report/Board Discussion Items

Dr. Johnston reported that the THECB Leadership Conference was attended by board members - Dr. Todd Smith, Mr. Irl Holt, Mrs. Vicki Pennington, Mrs. Joanie Rogers, and Dr. Johnston. Dr. Smith gave a brief report stating it was a good and informative meeting, and he appreciated the opportunity to attend the meeting with other trustees and regents. They also attended the mandatory financial training for new board members.

Dr. Johnston led a discussion on Information Management System. Some concerns have been expressed with the current management information system referred to as POISE about its effectiveness and user-friendliness. Some departments support POISE, but not working effectively for others. Other possibilities are being explored and another company will be on campus on October 23 to assess our situations and to discuss our needs with personnel from several departments. The name of the company is Three Rivers Systems, and the specific system to be explored is a comprehensive academic management system for colleges and universities and is referred to as CAMS.

Mrs. Shana Munson presented the enrollment update for the Continuing Education 4th Quarter (June – August) statistics for funded classes. She reported that there were 557 students served, 69 classes taught, and 30,659 contact hours with the average age being 37.

Dr. Johnston called attention to upcoming events:

A. Reminder of upcoming events:

- (1) Vernon College Theatre Ensemble production "*While the Lights Were Out*" – Thursday, November 15 thru Saturday, November 17, 8:00 pm – Free Admission – Osborne Administration Building Auditorium

- (2) Vernon College Annual Turkey Trot – Monday, November 21, 12 pm – Tower of Knowledge – Vernon Campus
- (3) Vernon College Annual Christmas Party – Friday, November 30, 2012 6:30 pm Century City Center
- (4) Vernon College Board of Trustees meeting – Wednesday, December 12, 2012 – 11:30 am
- (5) Campuses Close for Christmas Holiday – Wednesday, December 19, 2012 – 12:00 pm

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

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

- (1) Administrative Staff Association Meeting Minutes
- (2) Student Forum Meeting Minutes
- (3) SGA Meeting Minutes

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

A. Employment

- (1) Sequoia Amey, Classified II, Bookstore Clerk/Office Assistant – Century City Campus, effective October 1, 2012 with an annual salary of \$20,676.
- (2) Debra Kennedy, Classified II, Lab Assistant/Switchboard – Century City Campus, effective October 1, 2012 with an annual salary of \$20,676.
- (3) Bonnie Magers, Classified II, Financial Aid/Veterans Services Clerk – Century City Campus, effective October 15, 2012 with an annual salary of \$20,676.

B. Internal Transfer

- (1) Karen McClure Transfer *from*: Classified II, Bookstore Clerk/Office Assistant – CCC, *to*: Classified II, Allied Health Secretary – CCC, effective October 1, 2012 with an annual salary of \$24,073.

Closed Session: Mr. Ferguson made the motion, seconded by Mrs. Pennington to go into closed session at 12:22 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 Mr. Heatly 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