

REGULAR BOARD MEETING

THE STATE OF TEXAS

Vernon College

COUNTY OF WILBARGER

On this the 20th day of January 2010, the following members were present for the Regular Meeting of the Vernon College Board of Trustees held at 11:30 a.m. in the Board Room of the *Osborne Administration Building*, Vernon, Texas:

Mr. Bob Ferguson, Chairman
Mr. Gene Heatly, Vice-Chairman
Mr. Norman Brints, Secretary

Mr. Curtis A. Graf
Mrs. Sylvia G. Mahoney
Mr. James Streit

Absent: Mr. Brad Bolton

Others attending: Dr. Dusty R. Johnston, President; Mr. Garry David, Dean of Administrative Services; Mr. John Hardin, III, Dean of Student Services/Athletic Director; Dr. Gary Don Harkey, Dean of Instructional Services; Mr. Joe Hite, Dean of Admissions/Financial Aid/Registrar; Mr. Bob Bolton, Associate Dean of Administrative Services; Mrs. Shana Munson, Associate Dean of Career & Technical Education; Mrs. Michelle Wood, Director of Continuing Education; Mrs. Melissa Elliott, Director of Financial Aid; Mrs. Betsy Harkey, Director of Institutional Effectiveness; Mrs. Lois Jablonski, General Ledger Accountant; Mrs. Christie Lehman, Coordinator of Marketing & Alumni Relations; Mrs. Criquett Lehman, Director, Quality Enhancement Plan(QEP); Mrs. Mary King, Administrative Secretary to the President; and Ms. Kathy McClellan, of *The Vernon Daily Record*.

1. **Call the meeting to order** – Chairman Ferguson called the meeting to order at the appropriate time and asked that the Minutes reflect the Board Members present.
2. **Consider Approval of the Minutes of the December 16, 2009 Regular Meeting, and the December 22 Special Meeting**
Action: There being no corrections, Chairman Ferguson announced that the minutes for both dates stood approved as presented.
3. **Consider Approval of Action Items:**
 - A. **Consider Approval of the *Financial and Investment Reports for the Month ended December 31, 2009*.**
Mr. Garry David presented the Financial and Investment Reports stating that total expenditures are 30.5% for a 1/3 of the way in the year and everything is running in line.
Action: Mr. Norman Brints made the motion, seconded by Mr. Gene Heatly, to approve the College's year to date Financial and Investment report as presented. The motion carried unanimously.
 - B. **Consider Approval for the Notice of Trustee Election on May 8, 2010**
Dr. Johnston stated that the notice of election must be approved and posted by the board for electing one trustee each for Place 3 and Place 4, which currently are held by James Streit and Brad Bolton.
Action: Mr. Curtis Graf made the motion, seconded by Mr. Heatly to approve the Notice of Trustee Election. The motion carried unanimously.

4. Public comments -

No one was present to make comments before the Board. Chairman Ferguson announced that the meeting would continue according to the agenda.

5. Annual Planning Presentation -

Mrs. Betsy Harkey presented the summation of the 2008-2009 Annual Plans to the Board stating that the Planning and Assessment Committee had approved the document as completion of the 2008-2009 Annual Planning Process. She gave an overview of the annual planning process and structure that is serving as a pilot for 2010-2011. Beginning with the Primary Goals for the College, she explained that they are aligned with the Southern Association of Colleges and Schools (SACS) compliance criteria and serve as broad, medium or long-term goals for the College. The importance of assessment was discussed as a new emphasis in the role of planning. She discussed the process of identifying and using annual Priority Initiatives for all components of the college to select objectives, define statements of need, determine actions and how they will be measured for the Annual Action Plans, which will include Institutional Improvement, Facilities, Technology and Personnel. She talked about the timeline for completion of projects, and mentioned the importance of faculty and staff becoming involved in the process. She also acknowledged members of the Planning and Assessment Committee for their hard work in developing the pilot process. Dr. Johnston commended Betsy for a job well done in her presentation. He said everyone is working hard on the components of the Annual Action Plan.

6. President's Report/Board Discussion Items – Dr. Dusty Johnston

A. Faculty and All-Employee Professional Development update –

The faculty returned last week with in-service sessions, open registration, and ending with an All Staff development agenda and luncheon on Friday.

B. Preliminary Enrollment update – Mr. Joe Hite stated enrollment for Fall II/Spring 2010 was up 3 percent from last year's Fall II/Spring 2009 school year with late registration going on.

C. Wichita County Advisory Committee meeting update – Dr. Johnston reported that the meeting with the committee was to discuss our fiscal situation and enrollment growth at Century City and Skills. He stated that the meeting was a positive one after explaining our need for support from Wichita County because of the possibility of state funding cuts. The next step is to get more key players involved on the committee, have the citizen's group make a request to put a tax referendum on the ballot to the state which would go first to the county commissioners for approval, then voted on by the citizens of Wichita county to support Vernon College or not.

D. Campus construction/renovation update – Dr. Johnston reported everyone is working hard to accomplish the renovation updates.

E. Skills Training Center/ARRA funds renovation update – Dr. Johnston stated that we are still working on filling out the application for the stimulus funds. We have a first set of drawings from the architect that are required to be sent in with the application.

F. Campus Security Systems update – Dr. Johnston stated that the phone systems on all three campuses have been installed. The committee is finalizing the guidelines or protocols for the systems. The next phase is the installation of the cameras.

G. Election information update – Dr. Johnston mentioned that the form we are to post for the election is posted outside the building.

H. Vernon College bonding capability discussion – Dr. Johnston discussed the bonding capabilities and stated that if we could find \$100,000 more a year to refinance our current bonds, how much cash would that bring in for renovations at Century City. He proposed to look further into this idea with a possible action later.

- I. Century City Center signage discussion – Dr. Johnston mentioned that funds had previously been budgeted for a new sign at Century City.
- J. Community College Association of Texas Trustees discussion – Dr. Johnston stated the importance of the organization.
- K. Important Dates – Dr. Johnston mentioned the following dates:
 - 1. Texas Association of Community Colleges quarterly meeting—January 27, 2010
 - 2. Vernon College Foundation Board meeting—January 28, 2010
 - 3. THECB Quarterly meeting—January 28, 2010
- L. Athletic Events Update
 - 1. Volleyball
 - 2. Softball
 - 3. Baseball
 - 4. Rodeo
- M. Philanthropic Report
- N. Report on Outside Grants Received by Vernon College
- O. Minutes from Faculty/Staff Organizations
 - 1. Student Forum
- P. Community Service

7. Personnel -

- A. Employments** - Toni Blackburn, Part-time Classified II – Financial Aid Administrative Clerk, effective January 4, 2010, with an annual salary of \$6,690
- B. Termination** - Jesse Fair, Custodial Technician for Skills Training Center, effective January 7, 2010

Action: Mr. Norman Brints made the motion, seconded by Mr. James Streit, to approve the personnel items as reviewed. The motion carried unanimously.

Closed Session: At 12:45 p.m., Mrs. Sylvia Mahoney made the motion, seconded by Mr. Curtis Graf, to go into closed session in accordance with the Texas Open Meetings Act, Texas Government Code, Subchapter 551.074 to discuss personnel. The motion carried unanimously.

Open Session: At 1:30 p.m., Mr. Norman Brints made the motion, seconded by Mr. Gene Heatly, to reconvene in Open Session. The motion carried unanimously.

Action: No action was taken.

There being no further business to come before the Board of Trustees, Chairman Ferguson stated that the meeting was adjourned.

Mr. Bob Ferguson, Chairman

Mr. Norman Brints, Secretary