

REGULAR BOARD MEETING

THE STATE OF TEXAS

VERNON COLLEGE

COUNTY OF WILBARGER

On this the 21st day of October, 2009, 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. Norman Brints, Secretary

Mr. Brad Bolton
Mr. Curtis A. Graf
Mr. James Streit

Absent: Mr. Gene Heatly, Vice-Chairman
Mrs. Sylvia Mahoney

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; Mr. Jim Binion, Interim Director of Information Technology; Ms. Michelle A. Alexander, Director of Institutional Advancement and Interim Executive Director of the Vernon College Foundation; Mrs. Rosa Alaniz, President, Employees Forum; Mrs. Haven David, Director of Human Resources; Mr. Greg Fowler, Division Chair, Social & Behavioral Sciences; Mrs. Stacy Lallman, President, Administrative Staff Association; Mrs. Christie Lehman, Coordinator of Marketing & Alumni Relations; Mrs. Mary King, Administrative Secretary to the President; Mrs. Missie Matthews, Administrative Assistant 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 members of the Board present except Mr. Heatly and Mrs. Mahoney.
2. **Consider Approval of the Minutes of the September 23, 2009 Regular Meeting.** Chairman Ferguson stated that the Minutes stood approved as presented since no corrections were expressed.
3. **Consider Approval of Action Items:**
 - A. **Consider Approval of the *Financial and Investment Reports for the Month Ended September 30, 2009.***

Note: Dr. Johnston introduced Dean Garry David, the new Dean of Administrative Services, to the Board and said he felt most members probably already knew him. Dr. Johnston reiterated how pleased he was to have Dean David as a part of his administrative team.

Dean David presented the reports and noted the following: (1) the tax collections are at a level expected this early; (2) not much change in the Investments; (3) the TexPool investment rates continue to decline and are at 0.23303% and makes the Herring Bank's rate on the College's certificates of deposit of 1.85% look very good; (4)

considering that September was the first month of the College's fiscal year, all line items appear to be in order; (5) since the Business Office is working to 'close out' the 2008-2009 year, the figures will reflect some slight changes; and (6) the auditors will be back for another couple of days but the annual audit is going smoothly.

Action: Mr. Graf made the motion, seconded by Mr. Bolton, to approve the College's year-to-date and monthly Financial and Investment Reports as presented by the Chief Financial Officer. The motion carried unanimously.

B. **Consider Approval to Designate the Vernon Police Department as a 'Special Population' with 'Zero Tuition' for Continuing Education Purposes for the 2009-2010 Academic Year.**

Action: Mr. Brints made the motion, seconded by Mr. Graf, that the Board of Trustees approves declaring the Vernon Police Department as a 'special population' and to offer 'zero tuition' for continuing education courses. The motion carried unanimously.

C. **Consideration of Clarification of Fee Exemptions for Hazelwood Eligible Students.**

Dr. Johnston stated that the College had apparently been approving the exemptions for several years though the ramifications were not clear. After further research and clarification, he stated that the Hazelwood Act is specifically for Texas Veterans that have exhausted all normal VA educational benefits. The College can clarify that this exemption does not apply to fees incurred from 'direct costs.' Fees that should not qualify under this exemption include course fees, course lab fees, testing fees, program insurance fees, excessive developmental education fees, repeated course fees, and tuition for the continuing education dental assisting program. Eligible students will still be exempt from tuition and institutional service fees, but would not be exempt from mandatory fees and course specific fees as described above.

Action: Mr. Streit made the motion, seconded by Mr. Brints, to approve the clarification as presented that the Hazelwood Act exemption for eligible students does not apply to mandatory fees and course specific fees incurred from direct costs including course fees, course lab fees, testing fees, program insurance fees, excessive developmental education fees, repeated course fees, and tuition for the continuing education dental assisting program. The motion carried unanimously.

4. **Public comments.** – Since no one from the community was present to speak, Chairman Ferguson announced that the meeting would continue according to the agenda.

5. **President's Report**

A. **American Recovery and Reinvestment Act (ARRA) Update.**

Dr. Johnston reported that neither he nor the other community college presidents realized that 1.6% of the State's funding came from the ARRA funds which are a part of President Obama's stimulus package funds. In addition, our State Representative, Rick Hardcastle, procured \$500,000 to be used for Work Force programs at the College. These, too, are part of the ARRA funds. In both cases, the College must 'apply' for these funds though the State has already allocated them. The most challenging part of these funds is that they require much more paperwork and reporting, but Dr. Johnston assured the Board that all guidelines will be met by the College. The 'intent' of these funds is to create jobs. However, the State legislature added a criteria that if a person was hired with these funds, the College must agree that once the funds have been used, the employee(s) will not be placed on the College's payroll to be paid out of the College's annual funding.

B. Security Systems update.

Mr. Jim Binion The telephone system has been completed at the Skills Training Center and is being tested at the Century City Center. The wiring is completed for the Vernon campus and the installation of the telephones and programming should be finished by the end of the month. The company was having problems with one piece of equipment and it has been returned to be replaced. The specifications for the video cameras system are being developed in order to send out 'Requests for Proposals'. However, this phase of the security system involves a number of people who must work together to determine the best placement for the cameras and equipment prior to completing the Requests for Proposals. Progress on the security system is being made.

C. Gold's Gym lease update.

Dr. Johnston reported that he had visited several times with the owner of Gold's Gym. He said the gentleman was very cordial and seemed willing to work with the College to let employees utilize the gym as well as possibly offer some classes there. He said he felt that good dialog had been established and he looked forward to some innovative uses of Gold's Gym.

D. Report on Sports Day.

A handout was distributed by Dean Hardin listing all of the Sports Day events, the winners of each, and their home towns. There were over 500 participants and it was a very successful day. Dr. Johnston said that this was his first Sports Day and how impressed he was with the organization and participation. The faculty and staff are responsible for specific events and he said it was obvious that everyone took pride in their events. He also noted that this is the only time many students come to the Vernon campus.

E. Report on VC College NIRA Rodeo.

Dr. Johnston reported that the College's NIRA Rodeo was a great success, continuing to say how fortunate we were to have the new Wilbarger County Events Center (covered arena) since it rained the first night. However, everything went very smoothly and he has heard nothing but positive comments and feedback. He referred members to a 'handout' which listed the Vernon College winners and said that the men's team placed second 'overall' and they are sitting fourth in the Southwest Region. Dr. Johnston added that he worked the 'bucking chute' and how impressed he was with the caliber of athletes as well as the stock.

F. Important Dates:

Dr. Johnston noted the following dates:

- (1) Vernon College Foundation Directors Meeting – October 22, 2009
- (2) Texas Association of Community College Quarterly Meeting—October 28, 2009 – Dr. Johnston will be going to Austin for the meeting which coincides with the Texas Higher Education Coordinating Board Meeting.
- (3) THECB Quarterly Meeting—October 29, 2009
- (4) THECB Leadership Conference—December 3-4, 2009. – Dr. Johnston asked members to review the information he sent via mail and said that Mrs. Mahoney has already noted that she will be attending this conference.
- (5) Vernon College hosts 'First Friday' on Friday, November 6, 2009 (7:00 a.m.). – Dr. Johnston said that this is a monthly meeting/breakfast sponsored by the

Vernon Chamber of Commerce/Business Development Corporation. He offered for the College to sponsor it for November and he encouraged members to attend.

- (6) Vernon College Board of Trustees Meeting – November 18, 2009
Dr. Johnston asked Board members to check their calendars to be sure there was not a conflict with this meeting.

G. **Athletic Events Update:**

Dean Hardin reported on the following:

- (1) Volleyball. – They've lost several games by a couple of points but the team is hanging in there and giving it 'their all'!
- (2) Softball. – They are sponsoring a tournament on Saturday. He invited members to attend. They are still in pre-season.
- (3) Baseball. – They too are still in pre-season and working hard.
- (4) Rodeo. – Referred to 5.E of this section.

H. **Philanthropic Report.**

Dr. Johnston referred Board members to the information in their packets. Ms. Alexander reported that the College has received \$178,978 during the month of September and this amount is higher than the amount received in September 2008.

I. **Report on Outside Grants Received by Vernon College.**

Dr. Johnston informed the Board that a new report has been added entitled "Public Grants Awarded to Vernon College" and informed the Board that there are several faculty and staff members who put in a lot of work to secure grants for the College. He continued that he wanted to publicly commend those who have worked on these and to publicly thank Mrs. Munson and Ms. Alexander for their efforts in securing the \$120,872 grant that was listed. Mrs. Munson continued that Vernon College partnered with 'Pratt & Whitney' of Wichita Falls on this grant. Mrs. Munson explained that these grants must be driven by industries. While there is money available for workforce programs, industries must approach the College about partnering with them to meet specific training for their employees.

J. **Minutes from Faculty/Staff Organizations:**

Dr. Johnston reported that there was only one organization who submitted minutes.

- (1) Student Forum

6. **Personnel.** – Chairman Ferguson stated that the Board needed to go into closed session for a brief discussion about personnel.

Action: Mr. Bolton made the motion, seconded by Mr. Graf, to go into closed session at 12:05 p.m. in accordance with the Texas Open Meetings Law, Subsection 551.074 to discuss personnel items. The motion carried unanimously.

Action: At 12:30 p.m., Mr. Bolton made the motion, seconded by Mr. Graf, to reconvene in open session. The motion carried unanimously.

A. **Resignations**

- (1) Mary Snyder, Secretary to the Dean of Student Services/Athletic Director, effective September 30, 2009.
- (2) Kyle Wells, Biology Instructor, effective December 11, 2009.

Action: Mr. Graf made the motion, seconded by Mr. Streit, to accept the resignations as stated above and recommended by the President. The motion carried unanimously.

B. **Employment**

- (1) Maria Avitia, Classified II, Transcripts and Records Clerk, effective September 28, 2009 with a twelve-month salary of \$20,070.
- (2) Debbie McCoy, Classified II, Lab Assistant/PBX Operator-CCC, effective October 6, 2009 with a twelve-month salary of \$20,664.
- (3) Sabina Mirik, Classified II, Associate Degree Nursing (Part-time – 50%) effective October 1, 2009, with an annual salary of \$10,182.50.

Action: Mr. Bolton made the motion, seconded by Mr. Brints, to approve the employments as stated above and recommended by the President. The motion carried unanimously.

C. **Internal Transfer**

- (1) Eva Luera, from Classified II, Associate Degree Nursing (Part-time) to Nursing Lab Assistant, effective October 1, 2009 paid an hourly rate.

Action: Mr. Streit made the motion, seconded by Mr. Graf, to approve the Internal Transfer as stated above and recommended by the President. The motion carried unanimously.

D. **Other. - Consider Stipends for two employees serving in 'interim' positions. (Not on the posted agenda.)**

- (1) Associate Dean Bob Bolton, Interim Dean of Administrative Services effective May 1, 2009 – August 31, 2009 - \$2,000/month for four months.
- (2) Mr. Jim Binion, Interim Director of Information Technology effective August 21, 2009 until the position is filled - \$500/month.

Action: Mr. Bolton made the motion, seconded by Mr. Graf, to approve the stipends as recommended above by the President. The motion carried unanimously.

Action: There being no further business to come before the Board, Mr. Graf made the motion, seconded by Mr. Bolton, to adjourn at 12:35 p.m. The motion carried unanimously.

Respectfully submitted,

Mr. Bob Ferguson, Chairman

Mr. Norman Brints, Secretary