

MINUTES

Board Retreat BOARD OF TRUSTEES

Vernon College
July 16, 2014

The Board of Trustees of Vernon College met on Wednesday, July 16, 2014 at 8:30 a.m. in the *Board Room* on the *Vernon Campus*, Vernon, TX with the following present: Dr. Todd Smith, Chairman; Mr. Norman Brints, Vice-Chairman; Mrs. Vicki Pennington, Secretary. Other board members in attendance were Mr. Bob Ferguson, Mr. Irl Holt, Mrs. Joanie Rogers and Mrs. Anne Spears.

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

Dr. Johnston opened the meeting by introducing the topics listed for the retreat.

The following updates were presented by –

Melissa Elliott – Financial Aid information

Michelle Alexander – Foundation/Scholarship Information

John Hardin/Jason Jenkins – Athletic Program Policy and Procedures

Facility Plan information – Garry David was not available for presentation, Dr. Johnston emailed information

John Hardin/Chris Bell – Emergency Procedures

Board member conferences/training – Dr. Johnston

Closed Session: Mr. Ferguson made the motion, seconded by Mr. Holt to go into closed session at 12:20 p.m. in accordance with the Texas Open Meetings Act, Texas Government Code, Subchapter 551.074 to discuss personnel or other items under this section of the Texas Government Code, Texas Open Meetings Act. The motion carried unanimously.

Open Session: Mr. Ferguson made the motion, seconded by Mrs. Pennington to reconvene at 12:30 p.m. in open session. The motion carried unanimously.

Action – None

The meeting adjourned at 12:30.

MINUTES

Regular Meeting

BOARD OF TRUSTEES

Vernon College

July 16, 2014

The Board of Trustees of Vernon College met on Wednesday, July 16, 2014 at 1:15 p.m. in the *Board Room* of the *Osborne Administration Building*, Vernon, Texas with the following present: Dr. Todd Smith, Chairman, Mr. Norman Brints, Vice-Chairman, and Mrs. Vicki Pennington, Secretary. Other board members in attendance were Mr. Bob Ferguson, Mr. Irl Holt, Mrs. Joanie Rogers, and Mrs. Anne Spears.

Others present were Dr. Dusty R. Johnston, President, and Dean John Hardin, III. Also present were: Ms. Michelle A. Alexander, Director of Institutional Advancement/Executive Director, Vernon College Foundation; Mrs. Melissa Elliott, Director of Financial Aid; Ms. Shana Munson, Associate Dean of Instructional Services; Mr. Chris Bell, Director of Campus Police; Mrs. Christie Lehman, Coordinator of Marketing & Alumni Relations; Ms. Criquett Lehman, Director of Quality Enhancement; and Ms. Mary King, Administrative Secretary to the President. Guest present was Mr. Daniel Walker, from *The Vernon Daily Record*.

Chairman Smith called the meeting to order at 1:15 p.m.

Consent Agenda

Mr. Brints made the motion, seconded by Mr. Ferguson to approve the Consent Agenda containing the *Minutes of the June 18, 2014 Regular Board Meeting* and the *President's Monthly Travel Expense Report*. The motion carried unanimously.

Action Item A

Dr. Johnston presented the *Financial and Investment Reports as of June 30, 2014*. Mr. Holt made the motion, seconded by Mrs. Rogers to approve the report as presented. The motion carried unanimously.

Action Item B

Mrs. Pennington made the motion, seconded by Mrs. Spears to approve *ISD Contract Agreements for 1) Burkburnett I.S.D. – Health Occupations, Culinary Arts, Welding, and Automotive Mechanics Tuitions; 2) City View I.S.D. – Health Occupations Tuition; 3) Haskell I.S.D. – Health Occupations Tuition; 4) Holliday I.S.D. – Health Occupations Tuition; 5) Iowa Park I.S.D. – Health Occupations Tuition; 6) Paducah I.S.D. – Health Occupations Tuition; 7) Quanah I.S.D. – Health Occupations Tuition; and 8) Vernon I.S.D. – Health Occupations Tuition*. The motion carried unanimously.

Action Item C

Mr. Ferguson made the motion, seconded by Mrs. Rogers to approve the following Continuing Education Proposals (1) *Fall 2014 Continuing Education Schedule, Tuition, and Fees* and (2) *Approve authorizing the Associate Dean of Instructional Services to set tuition for additional Continuing Education/Workforce Courses as needed during this time period (Fall)* as presented by Dr. Johnston. The motion carried unanimously.

Public Comment – No one was present to make comments.

President's Report/Board Discussion Items – there were no items to discuss.

2014-2015 Proposed Budget Discussion – Dr. Johnston stated that the current process of going through the monthly drafts one through four, and then the final is a good practice. It shows that the College is conscious about the budget and the board is being informed every month. We will continue to follow this process next year. The biggest change was adjusting revenue projections, tuition and fees. It is a balanced budget at this stage based on the effective rate.

Tax Appraisal and Tax Rate update – Dr. Johnston noted that the tax rate had not been received and will be approved at the next meeting.

Dr. Johnston presented the Upcoming College Events:

- (1) Vernon College Foundation Board Meeting – Thursday, July 17
- (2) “Regular” Office Hours begin – August 4
- (3) LVN Pinning @ Region 9 in Wichita Falls – Thursday, August 7 – 1:00 pm
- (4) LVN Pinning @ Vernon, First Baptist Church – Thursday, August 7 – 6:00 pm
- (5) Surgical Tech Pinning @ RM 302, CCC – Friday, August 8 – 6:00 pm
- (6) Fall Semester Kickoff for all Faculty & Staff – Monday, August 18
- (7) Registration On-Site – August 19-21
- (8) Classes begin – August 25
- (9) Labor Day Holiday – September 1

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

Personnel –

Mr. Ferguson made the motion, seconded by Mrs. Pennington to approve the *Issuance of Employee Contracts for 2014-2015* including the 1.5 percent step increase and a 1.5 percent salary increase for a total of 3 percent for all employees, with one exception – a 1.5 percent step increase and a 1 percent salary increase for Dr. Johnston. Mrs. Pennington clarified the 1 percent lower rate was a personal request by the President. The motion carried unanimously.

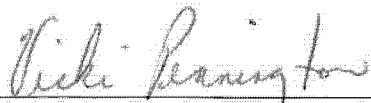
Mrs. Pennington made the motion, seconded by Mrs. Rogers to approve the following personnel actions. The motion carried unanimously.

1. Employment
 - a. Brandy Lowery, English Instructor – Century City Center, effective August 1, 2014 – 9 month contract with a salary of \$40,372.
 - b. Charles Deen, Custodial Technician – Century City Center, effective July 1, 2014 with an annual salary of \$21,374.
2. Resignation
 - a. Shana Groves, Financial Clerk/Veterans Aid – Century City Center, effective June 22, 2014
 - b. Betha Rutledge, A D N Instructor – Century City Center, effective July 3, 2014
3. Retirement
 - a. Bobby White, Tutoring Coordinator – Vernon Campus, effective August 29, 2014

There being no further business Mr. Holt made the motion seconded by Mr. Ferguson to adjourn the meeting at 1:45 p.m.



Dr. Todd Smith, Chairman



Mrs. Vicki Pennington, Secretary