

# MINUTES

Regular Meeting

## BOARD OF TRUSTEES

Vernon College

January 21, 2015

The Board of Trustees of Vernon College met on Wednesday, January 21, 2015 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. Norman Brints, Vice-Chairman and Mrs. Vicki Pennington, Secretary. Other board members in attendance were Mr. Irl Holt, Mrs. Joanie Rogers, and Mrs. Anne Spears. Absent was Mr. Bob Ferguson.

Others present were Dr. Dusty R. Johnston, President, Deans: Garry David, Dr. Gary Don Harkey, John B. Hardin, III, and Joe Hite. Also in attendance were Ms. Michelle A. Alexander, Director of Institutional Advancement/Executive Director, Vernon College Foundation; Mrs. Betsy Harkey, Director of Institutional Effectiveness; Mrs. Melissa Elliott, Director of Financial Aid; 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. Mike Chacanaca, from *The Vernon Daily Record*.

Chairman Smith called the meeting to order at 11:30 a.m.

### Consent Agenda

Mr. Brints made the motion, seconded by Mrs. Spears to approve the Consent Agenda containing the *Minutes of the December 17, 2014 Regular Board Meeting* and the *President's Monthly Travel Expense Report*. The motion carried unanimously.

### Action Item A

Dean David presented the *Financial and Investment Reports as of December 31, 2014*. Mrs. Spears made the motion, seconded by Mrs. Rogers to approve the report as presented. The motion carried unanimously.

Public Comment – No one was present to make comments.

Foundation meeting update – Dr. Smith reported on the Vernon College Foundation Quarterly meeting held in Vernon on Thursday, January 15, 2015. He stated the Foundation board approved a 5% Spending Rate for 2015-16 Foundation Scholarships and a \$20,000 grant request for the Dual Credit Catching the Future Scholarship Program. The board also approved the Foundation Audit and the IRS 990 for fiscal year ending August 31, 2014 as presented by Mr. Mark Fleming of Edgin, Parkman, Fleming & Fleming, PC. Dr. Johnston discussed the 84<sup>th</sup> Legislative Session, TACC the 5-point plan, enrollment numbers, proposed dual credit changes, and the Vernon College naming policy. The board elected a new member to fill an existing vacancy, Ms. Marla Malone, Director of Operations for the Non-Profit Management Center in Wichita Falls. Michelle Alexander reviewed the philanthropy reports, and Dean David reviewed the financial and investment reports.

Board Member input/questions – No input or questions

All employees Professional Development update – Dr. Johnston reported on the January 12, 2015 Spring Semester Kickoff for all employees on the main campus. Mr. Paul Vitale of Vital Communications was the main speaker. He was very inspiring, enthusiastic, and did a very good job. He spoke on significant points about positive self-esteem and working together to create positive action.

SACS COC Fifth-Year Interim Report – Dr. Johnston informed the Board that the College received a letter from the Southern Association of Colleges and Schools with good news about the Fifth Year Report. SACSCOC accepted the report with only a Referral Report requested for two of the 17 Principals of

Accreditation contained in our document. The two referenced standards are CS 3.4.11 (Academic Program Coordination) and CS 3.13 (Policy Compliance – “Complaint Procedures against the Commission or Its Accredited Institution”). The Referral Report is due April 1, 2015. He commended Betsy Harkey and the SACS leadership team and everyone involved for doing a good job.

Legislative Session update – Dr. Johnston reported that the legislative session is underway. He stated The Texas Higher Education Coordinating Board’s is recommending increased funding for contact hours generated by community colleges. He will be attending the sessions, as needed, beginning February 4.

IT Management Review – Dr. Johnston stated he forwarded the report from Run Business Solutions to the board prior to the board meeting. The report reviews the status of the College’s Information Technology.

Enrollment Update – Dean Hite reported that enrollment for the Spring 16-week and Spring 1 8-week enrollment is 2809 which is down 5.96 % from the same semester last year.

Budget Update – Dr. Johnston discussed how the decline in enrollment might affect the current 2014-15 budget and the tuition and fee revenue. All departments were asked to be as conservative with the budgets as possible for the rest of the year. As the College builds the 2015-2016 budget, the realization is that we will start with less revenue from day one. As discussed earlier, any position that comes open this fiscal year will be heavily scrutinized on whether to fill that position or redistribute the duties among existing personnel. The President emphasized that the institution is in good financial shape, it is our job to keep it that way.

Student Success Data Fact – Mrs. Harkey presented the Financial Aid data fact. The Vernon College data is compared with the IPEDS small college group. The report shows the amount of total aid awarded or disbursed and the increases in scholarship applications. The first benchmark used was “at or above small college group percent of full-time, first-time degree seeking students.” The second benchmark used was “at or above small college group percent of all undergraduates.”

Dr. Johnston presented the Upcoming Events:

- (1) FAITH Meal – Boys & Girls Club – Thursday, January 29, 2015 – 5:00 p.m.
- (2) Community College Day at the Capitol – Austin – February 3, 2015
- (3) February Board of Trustees meeting – Wednesday, February 18, 2015
- (4) TCCTA Conference – Dallas – February 19-21, 2015
- (5) Vernon College Foundation On-line Auction – February 25 - 27, 2015
- (6) Wilbarger County Days at the Capitol – Austin – March 3-5, 2015

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

Personnel –

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

A. Employment

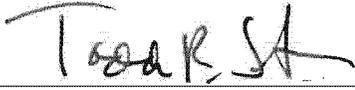
- (1) Curtiss Baston-Hughes, Grounds Technician – Vernon, effective January 1, 2015 with an annual salary of \$22,462.
- (2) Whitney Packer, English Instructor – Vernon, effective January 12, 2015 with an annual salary of \$39,188.

Closed Session: Mrs. Rogers made the motion, seconded by Mrs. Pennington 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: Mrs. Pennington made the motion, seconded by Mr. Holt to reconvene at 12:57 p.m. in open session. The motion carried unanimously.

Action – None

There being no further business Dr. Smith adjourned the meeting at 1:00 p.m.



Dr. Todd Smith, Chairman



Mrs. Vicki Pennington, Secretary