

MINUTES

Regular Meeting

BOARD OF TRUSTEES

Vernon College

August 17, 2016

The Board of Trustees of Vernon College met on Wednesday, August 17, 2016 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 member in attendance was Mr. Bob Ferguson. Absent were Mr. Irl Holt, Mrs. Joanie Rogers and Mrs. Anne Spears.

Others present were Dr. Dusty R. Johnston, President, and Deans Garry David and Jim Nordone. Also present were Ms. Michelle Downes, Administrative Assistant/Dean of Instructional Services, Mrs. Betsy Harkey, Director of Institutional Effectiveness, and Mrs. Holly Scheller, Advancement Services Specialist. Guest present was Mr. Daniel Walker from the *Vernon Daily Record*.

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

Consent Agenda

Mr. Ferguson made the motion, seconded by Mrs. Pennington to approve the Consent Agenda containing the *Minutes of the July 20, 2016 Board Retreat/Regular Board Meeting* and the *President's Monthly Travel Expense Report*. Mrs. Pennington commented she believes that the Board Minutes need proofreading more thoroughly. The motion carried unanimously.

Action Item A – Dean David presented the *Financial and Investment Reports as of July 31, 2016*. Mr. Ferguson made the motion, seconded by Mr. Brints to approve the report as presented. The motion carried unanimously.

Action Item B – Mr. Brints made the motion, seconded by Mr. Ferguson to approve the *2016-2017 Vernon College Operating Budget* as presented by Dr. Johnston. The motion carried unanimously.

Action Item C – Mr. Ferguson made the motion, seconded by Mr. Brints to approve the *Resolution to set the 2016 Vernon College Tax Rate* as presented by Dr. Johnston. The motion carried unanimously.

Action Item D – Mrs. Pennington made the motion, seconded by Mr. Ferguson to approve the *Investment Policies, Procedures, and Strategies as required by the Public Funds Investment Act* as presented by Dean David. The motion carried unanimously.

Action Item E – Consideration of the *request from the BDC of Vernon to Waive Penalty and Interest on 2015 Property Tax* presented by Dr. Johnston. Mr. Brints made a motion to approve; there was no second. The motion died due to lack of a second to the motion.

Action Item F – Mr. Ferguson made the motion, seconded by Mrs. Pennington to approve the *2016-2017 Workforce Program Student Handbooks* as presented by Dr. Johnston. The motion carried unanimously.

Action Item G – Mr. Brints made the motion, seconded by Mr. Ferguson to approve the *2016-2017 Institutional Effectiveness Plans* as presented by Mrs. Harkey. The motion carried unanimously.

Action Item H – Mrs. Pennington made the motion, seconded by Mr. Ferguson to approve the *Wilbarger County Appraisal District's 2017 budget* as presented by Dr. Johnston. The motion carried unanimously.

Public Comment – No one was present to make comments.

President's Report/Board Discussion Items

Board Comments/Discussion – Mrs. Pennington informed the Board of Trustees that a Vernon College Alumnus was now a Nurse Practitioner at Hillcrest Clinic in Vernon, Texas.

July 21, 2106 VC Foundation Board Meeting Update – Dr. Todd Smith informed the Board that the Vernon College Foundation Board met and discussed the following items:

- Ms. Criquett Lehman reported the CCSSE and SENSE reports
- The Foundation Board approved a 5% match to a pending JET Grant that the College submitted. If Vernon College receives this grant, the Foundation will contribute \$9,618.34 as a matching grant toward the purchase of two mannequins to help in the training of nursing students.
- Dean David presented the Foundation Financial Report
- Ms. Michelle A. Alexander presented the Philanthropic Report

Summer II Enrollment Report and Registration Update – Dr. Johnston stated that Summer II enrollment was slightly down over last year. As of 8 a.m. August 17, 2016, the Fall Semester was down only ½% from the same time last year.

Vernon College Internal/External Questionnaire – Mrs. Harkey informed the Board that the questionnaire was emailed to the majority of Vernon College constituents. The questionnaire will close September 6, 2016.

Annual Planning Calendar – Mrs. Harkey presented the Annual Planning Calendar that is a part of the Vernon College planning process.

Student Success Data Fact – Mrs. Harkey presented Data Facts that focus on Financial Aid. The report compared all undergraduates who receive any type of aid 2010-2011, 71% vs. 2014-2015, 77%. In terms of Scholarship Applications, in 2010-2011 the College received 235 applications vs. 2014-2015 when 1,539 were received.

ERP/SIS Update – Dr. Johnston explained that everything involving the new system is going well. He has been in talks with the President and Vice President of the company and they consider Vernon College to be the most thorough group they have ever worked with.

Vernon College Leadership Academy – Dr. Johnston will hold another Leadership Academy this fall. Twelve (12) staff members will have the opportunity to participate in this academy.

Fall Board Meeting Dates –

- (1) Regular Board Meeting – Wednesday, September 21, 2016
- (2) Regular Board Meeting – Wednesday, October 19, 2016
- (3) Regular Board Meeting – Wednesday, November 16, 2016
- (4) Regular Board Meeting – Wednesday, December 14, 2016

Reminder of Upcoming Events –

- On-Site Registration Vernon – August 16, 2016
- Onsite Registration Century City Center – August 17 & 18, 2016
- Classes begin – August 22, 2016

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

Personnel – Mr. Ferguson made the motion, seconded by Mr. Brints to approve the Vernon College Personnel Changes as submitted. The motion carried unanimously.

Mrs. Pennington made the motion, seconded by Mr. Ferguson to go into Closed Session. The motion carried unanimously.

Mr. Brints made the motion, seconded by Mrs. Pennington to reconvene in Open Session. The motion carried unanimously.

There being no further business Dr. Smith adjourned the meeting at 2:00 p.m.



Dr. Todd Smith, Chairman


Mrs. Vicki Pennington, Secretary