

MINUTES

Regular Meeting

BOARD OF TRUSTEES

Vernon College

April 20, 2016

The Board of Trustees of Vernon College met on Wednesday, April 20, 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 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 Deans Garry David, Joe Hite, and Jim Nordone. Also present were Ms. Michelle A. Alexander, Director of Institutional Advancement/Executive Director, Vernon College Foundation; Mr. Chris Bell, Director of Campus Police; Mrs. Shana Drury, Associate Dean of Instructional Services; Mrs. Ivy Harris, ERP/SIS Coordinator; Ms. Clara Gregory, Coordinator of Marketing & Alumni Relations; Ms. Ciquett Lehman, Director of Quality Enhancement; and Ms. Mary King, Administrative Secretary to the President. Guests present were Mr. Daniel Walker from *The Vernon Daily Record* and Mr. Erik Macha from *FirstSouthwest, A Division of Hilltop Securities*.

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

Consent Agenda

Mr. Ferguson made the motion, seconded by Mr. Holt to approve the Consent Agenda containing the *Minutes of the March 9, 2016 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 March 31, 2016*. Mrs. Rogers made the motion, seconded by Mrs. Spears, to approve the report as presented. The motion carried unanimously.

Action Item B

All matters incident and related to the issuance and sale of the Wilbarger County Junior College District Consolidated Fund Revenue Refunding Bonds, Series 2016, including the adoption of an order authorizing the issuance of such bonds, establishing parameters for the sale and issuance of such bonds and delegating certain matters to representatives of the District to act on behalf of the District in selling such bonds. Mr. Erick Macha, Director for FirstSouthwest, A Division of Hilltop Securities made a presentation about Information Related to Proposed Refunding of Series 2004 and 2010 Bond Issues. After the presentation and discussion, Mr. Brints made the motion, seconded by Mr. Ferguson, to approve to adopt an order authorizing the issuance and sale of the Wilbarger County Junior College District Consolidated Fund Revenue Refunding bonds, Series 2016 and approving all matters incident thereto. Mr. Macha brought the Board's attention to the recommendation to set the minimum of 4%. Mr. Brints amended the motion to include the 4% minimum. Mr. Ferguson seconded the amended motion and it carried unanimously.

Action Item C

Mr. Ferguson made the motion, seconded by Mr. Holt to approve the *Proposed Revision to Non-School Employment Policy* (TASB DBF LOCAL) as recommended by the president. The motion carried unanimously.

Action Item D

Mr. Holt made the motion, seconded by Mrs. Rogers, to approve the *Proposed Comfort and Therapy Animal Policy* as presented. The motion carried unanimously.

Action Item E

Chairman Smith stated there was no need to consider a motion to approve to *Post a 3.41 Acre of Land for Public Sale* at this time.

Action Item F

Mr. Ferguson made the motion, seconded by Mr. Holt to consider approval of the following Continuing Education Proposals (1) *Summer 2016 Continuing Education/2016 Kids College Schedule, Tuition, and Fees* (2) *Approve authorizing the Associate Dean of Instructional Services to set tuition for additional Continuing Education/Workforce courses as needed during this time period (Summer)* as presented. The motion carried unanimously.

Action Item G

Mr. Holt made the motion, seconded by Mrs. Pennington to approve *Tax Resale Deeds* for properties held in trust by the taxing entities located at:

- 3204 Maiden & 3212 Maiden Bid amount \$100
- 2400 Mesquite Bid amount \$300
- 1219 Eagle Bid amount \$260
- 1021 Mansard & 2123 Pearl Bid amount \$400
- 2401 St. James Bid amount \$200
- 3019 Wheatley Bid amount \$200
- 2005 Canal Bid amount \$1000

The motion carried unanimously.

Action Item H

Mr. Ferguson made the motion, seconded by Mr. Brints to accept the Nominating Committee presented by Chairman Smith to consist of Irl Holt, Anne Spears and Joanie Rogers. The motion carried unanimously.

Public Comment – No one was present to make comments.

President’s Report/Board Discussion Items

Board Comments/Discussion – Dr. Johnston, Mr. Ferguson, Mrs. Rogers and Mr. Holt attended the Community Colleges Association of Texas (CCATT) North Texas Regional meeting held at Tarrant County College in Fort Worth on April 18, 2016. Mr. Ferguson commented that they enjoyed the presentation from Dr. Steve Murdoch from Rice University regarding population changes in Texas. Dr. Johnston stated the next CCATT Conference will be held in San Antonio on June 3-4, 2016 if any board members are interested in attending.

Budget Update – draft 1 – Dr. Johnston stated that Draft 1 was sent to the Board for their review and noted that there will be four drafts with the fourth draft presented at the July Board Retreat. The final budget will be presented to the Board for approval. The value of draft 1 is that every department, division and program is able to request funds for what they want. The result of draft 1 is that \$450,000 more is requested than projected revenue. There is an increase in travel due to the SACS accreditation process in the next three years for meetings and conferences. It also includes an estimate of projected tuition and fees revenue based on past academic year enrollment and 5% is set aside for building up a reserve balance. It also includes the 1.5% salary step increase. Mrs. Pennington stated if the bond money should work and there is extra money, she would like to see it used for a 3% raise for faculty and staff. In discussion, it was noted that vans have not been replaced in a number of years.

ERP/SIS update – Mrs. Ivy Harris stated during May, there is a Dynamics DP kickoff event and a phone conference with Unit 4 Solutions Management and team members. She is working on the 2017 “go live” timeframe. She and Ms. Criquett Lehman will be attending a training conference in May and will see the live system.

Student Success Data Fact – Dr. Johnston presented the Student Success Data Fact: Key Performance Indicator of Accountability for Enrollment. This information can be used as a marker for the Title III strategies and objectives.

Non-credit workforce programs (state funded) in high schools update – Mrs. Shana Drury presented a list of high schools with funded non-credit programs for 2015-16. The list mentions the high school, the program, and the number of students. The instructors are Vernon College faculty members contracted by the high school, but they follow the high school calendar and teach the programs themselves. The unduplicated number of students is a little less than last year. Mrs. Drury announced that Seymour High School will be added to the list beginning with 2016-2017.

Dr. Johnston presented the Upcoming College Events:

- (1) Vernon College Foundation Board meeting – Thursday, April 21, 2016 – 10:00 a.m. CCC/Vernon
- (2) Honors Convocation – Thursday, April 21, 2016 – 6:30 p.m. – Region 9 – Wichita Falls
- (3) Scholarship Banquet – Tuesday, April 26, 2016 – 5:30 p.m. Colley Student Center – Vernon Campus
- (4) Phi Theta Kappa Induction – Thursday, April 28, 2016 – 7:00 p.m. Skills Training Center
- (5) Musical Production – “*You’re a Good Man, Charlie Brown*” – Thursday & Friday, April 28 & 29, 2016 at 7:00 in the Auditorium – Osborne Administration Building
- (6) Sports Banquet – Monday, May 2, 2016 – 6:00 p.m. Empire Room, Wilbarger Auditorium, Vernon
- (7) Commencement – Saturday, May 14, 2016 – Wilbarger Auditorium
 - All Non-ADN Graduates – 10:30 a.m.
 - All ADN Graduates – 1:30 p.m.
- (8) RN Pinning – Saturday, May 14, 2016 – 3:45 p.m. – Wilbarger Auditorium
- (9) Board of Trustees meeting – Wednesday, May 18, 2016 – 11:30 a.m. – Vernon Campus Board Room

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

Dr. Johnston presented the Minutes from Faculty/Staff/Student Organizations

- (1) Faculty Senate Meeting Minutes

Personnel –

Mr. Holt made the motion, seconded by Mrs. Spears, to approve the following personnel changes as detailed on Item 6 Personnel information sheet and recommended by the President. The motion carried unanimously.

A. Employment

- (1) Jacob Stringer, Grounds Technician – Vernon Campus, effective April 18, 2016 with an annual salary of \$22,799
- (2) Justin Blackwell, Mathematics Instructor – Vernon Campus, effective August 1, 2016 with a nine month salary of \$45,543

B. Resignation

- (1) Sherri Oseletto, Health Science Instructor – Haskell High School, effective May 27, 2016
- (2) Jane Callaway, Health Science Instructor – Quanah High School, effective May 27, 2016

C. Retirement

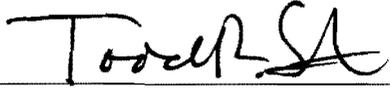
- (1) Rilda Novak, Vocational Nursing Instructor – Seymour, effective August 31, 2016

D. Internal Transfer

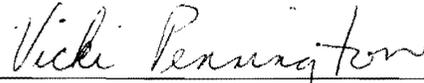
- (1) Lyle Bonner, *Transfer from*: Maintenance Supervisor - Vernon *Transfer to*: Director of Physical Plant - Vernon, effective April 1, 2016 with an annual salary of \$48,246
- (2) Ray Carr, *Transfer from*: Maintenance Specialist – Vernon *Transfer to*: Maintenance Supervisor – Vernon, effective April 1, 2016 with an annual salary of \$38,201
- (3) Paul Frommelt, *Transfer from*: Grounds Technician – Vernon *Transfer to*: Maintenance Specialist – Vernon, effective April 18, 2016 with an annual salary of \$28,450

(4) Paula Whitman, *Transfer from:* Mathematics Instructor *Transfer to:* Division Chair
Mathematics & Sciences/Mathematics Instructor effective August 15, 2016 with an annual
salary of \$62,472 + DC Stipend

There being no further business Dr. Smith adjourned the meeting at 12:50 p.m.



Dr. Todd Smith, Chairman



Mrs. Vicki Pennington, Secretary