

MINUTES

Board Retreat
BOARD OF TRUSTEES

Vernon College
July 20, 2016

The Board of Trustees of Vernon College met on Wednesday, July 15, 2015 at 8:30 a.m. in the *Board Room* on the *Vernon Campus*, Vernon, TX with the following present: Dr. Todd Smith, 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. Absent was Mr. Norman Brints, Vice-Chairman.

Others present were Dr. Dusty Johnston, President

Chairman Smith called the meeting to order at 9:00 a.m.

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

Topics reviewed and discussed were Salary schedules/TACC salary information, Athletic scholarship/program cost update, Texas/THECB Board Training expectations.

In addition, the board received training on how to use Canvas (replacement for Blackboard) from Mrs. Roxie Hill, Instructional Designer.

Action – None

The meeting adjourned for lunch at 12:00 p.m.

MINUTES

Regular Meeting

BOARD OF TRUSTEES

Vernon College

July 20, 2016

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

Others present were Dr. Dusty R. Johnston, President, and Deans Garry David, Joe Hite, Dr. Gary Don Harkey, and Jim Nordone. Also present were Ms. Michelle A. Alexander, Director of Institutional Advancement/Executive Director, Vernon College Foundation; Mrs. Shana Drury, Associate Dean of Instructional Services, Mr. Kevin Holland, Director of Campus Police; Mrs. Ivy Harris, ERP/SIS Coordinator; Ms. Clara Gregory, Coordinator of Marketing and Alumni Relations; Mrs. Mindi Flynn, General Ledger Accountant and Mrs. Holly Scheller, Advancement Services Specialist. Guests present were Ms. Sandy Burkett from the *Wilbarger County Appraisal District* and Mr. Payton McCormick of the *Vernon Daily Record*.

Chairman Smith called the meeting to order at 1:00 p.m.

Consent Agenda

Mrs. Pennington made the motion, seconded by Mr. Ferguson to approve the Consent Agenda containing the *Minutes of the June 15, 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 June 30, 2016*. Mrs. Spears made the motion, seconded by Mr. Holt, to approve the report as presented. The motion carried unanimously.

Action Item B

Mr. Ferguson made the motion, seconded by Mrs. Rogers to approve the 2016-2017 Handbook/Manual Updates and Revisions, as presented by Dr. Johnston. The motion carried unanimously.

Action Item C

Mr. Holt made the motion, seconded by Mrs. Rogers to approve the 2016-2017 I.S.D. Contract Agreements as presented by Dr. Johnston and Associate Dean Drury. The motion carried unanimously.

Action Item D

Mr. Ferguson made the motion, seconded by Mr. Holt to approve the Inter-local Agreements Allowing the City of Vernon, Harrold ISD, and Northside ISD to Approve Bids on Behalf of Vernon College for Struck Off Properties by the Entities as presented by Dr. Johnston. The motion carried unanimously.

Action Item E

Mr. Holt made the motion, seconded by Mrs. Rogers to approve the Consideration of Agreements with the City of Vernon Police Department 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 – There were no comments at this time.

Wilbarger County Appraisal District 2017 Proposed Budget– Sandy Burkett of the Appraisal District presented the 2017 Proposed Budget. There is an \$800 increase over the 2016 budget due to rising costs of doing business.

2016-2017 Budget Discussion – Dr. Johnston informed the Board of Directors that the proposed budget is similar to the 2015-2016 budget. There is a \$122,000.00 increase for salaries.

Tax Appraisal and Tax Rate Update – Dr. Johnston stated that based on the preliminary appraisal, the Effective Tax Rate is \$.2363. The Vernon College budget is made of 30% State Appropriations, 58% Tuition and Fees and 11% from collected taxes.

Title III – Dr. Johnston informed the Board that Vernon College's Title III Grant was renewed for year 2 funding.

Enrollment Update – Dean Hite stated that Vernon College had a 2.43% drop in enrollment which translated to 23 less students, and 11% down in contact hours.

ERP/SIS Update – Ivy Harris updated the Board on the installation of the two systems purchased as part of the Title III Grant. GP Dynamics and Unit 4 each have their own timelines. Mrs. Harris will be meeting with all departments to ensure a smooth transition from an IT standpoint.

Upcoming College Events:

- (1) Vernon College Foundation Board Meeting – Thursday, July 21
- (2) "Regular" Office Hours begin – Monday, August 1, 2016
- (3) LVN Pinning at Region 9 in Wichita Falls – Thursday, August 4 – 1:00 pm
- (4) LVN Pinning at First Baptist Church in Vernon – Thursday, August 4 – 6:00 pm
- (5) Surgical Technology Pinning at Century City Center in Wichita Falls – Friday, August 5 – 6:00 pm
- (6) Fall Semester Kickoff for all Faculty & Staff – Monday, August 15
- (8) Registration On-Site – August 16-18
- (9) Classes begin – August 22
- (10) Labor Day Holiday – September 5

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

Personnel –

Mr. Ferguson made the motion, seconded by Mr. Holt to approve the Vernon College Employee Contracts for 2016-2017 with the 1.5% step increase in compensation in accordance with the approved salary schedule as submitted. The motion carried unanimously.

Mrs. Pennington made the motion, seconded by Mr. Ferguson to approve all personal changes proposed by Dr. Johnston and detailed on item 6 B Personnel Information Sheet. The motion carried unanimously.

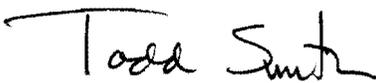
1. Employment

- a. Jessica Branam, Assistant Softball Coach/Residence Hall Assistant – Vernon Campus, effective August 1, 2016 with an annual salary of \$20,581.
- b. Chase Thornton, Government Instructor – Vernon Campus, effective August 1, 2016 with an annual salary of \$41,593.
- c. Rebecca Clark, Health Careers Instructor – VTC, effective August 11, 2016 with an annual salary of \$42,286.

2. Resignation

- a. Kelly Eason, Director of Housing – Vernon Campus, effective July 28, 2016

There being no further business Dr. Smith adjourned the meeting at 2:21 p.m.



Dr. Todd Smith, Chairman



Mrs. Vicki Pennington, Secretary