

MINUTES

Regular Meeting

BOARD OF TRUSTEES

Vernon College

June 15, 2016

The Board of Trustees of Vernon College met on Wednesday, June 15, 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. Irl Holt, and Mrs. Anne Spears. Absent were Mr. Bob Ferguson and Mrs. Joanie Rogers.

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. Betsy Harkey, Director of Institutional Effectiveness; 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 Ms. Mary King, Administrative Secretary to the President. Guest present was Stephanie Stanley with *Vernon Daily Record*.

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

Consent Agenda

Mr. Holt made the motion, seconded by Mrs. Spears to approve the Consent Agenda containing the *Minutes of the May 18, 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 May 31, 2016*. Mr. Brints made the motion, seconded by Mr. Holt, to approve the report as presented. The motion carried unanimously.

Action Item B – Mrs. Spears made the motion, seconded by Mrs. Pennington to approve the *Revision to TASB DCA (LOCAL) Employee Contracts-Reappointment*, as presented by Dr. Johnston. The motion carried unanimously.

Action Item C – Mr. Holt made the motion, seconded by Mrs. Spears to approve the *Updated 2016-2017 Distance Learning Handbook and 2016-2017 Student Handbook* as presented by Dr. Johnston and Dean Nordone. The motion carried unanimously.

Action Item D – Mrs. Spears made the motion, seconded by Mr. Brints to approve the *2016-2017 Vernon College General Catalog* as presented by Dr. Johnston. The motion carried unanimously.

Action Item E – Mr. Holt made the motion, seconded by Mr. Brints to approve the *Request for a New Student Organization* named Faith Factor Christian Fellowship as presented by Dr. Johnston. The motion carried unanimously.

Action Item F – Mr. Brints made the motion, seconded by Mr. Holt to approve to add, revise, or delete (LOCAL) policies as recommended by TASB Policy Service for TASB Localized Policy Manual 31 as well as revised DBF (LOCAL) Non-School Employment Policy approved April 20, 2016 and revised DCA (LOCAL) Employee Contracts-reappointment Policy approved June 15, 2016. The motion carried unanimously.

Action Item G – Mr. Holt made the motion, seconded by Mrs. Pennington to approve the Fall 2016 Continuing Education Schedule, Tuition, and Fees, and authorizing the Associate Dean of Instructional Services to set tuition for additional Continuing Education/Workforce Courses as needed during the fall.

At the opening of the meeting, Mrs. Spears made the motion to amend the Agenda to add a new item – Action Item 3 H, Mr. Brints seconded, and the motion carried unanimously.

Action Item H - Mrs. Spears made the motion, seconded by Mr. Holt to approve *Consideration of Approval of Tax Resale Deed for properties held in trust by the taxing entities located at:*

2400 Olive	Bid amount \$250
1403 Mesquite	Bid amount \$400
2118 Pease	Bid amount \$250
2306 Wichita	Bid amount \$1619.62
2416/2418 Fannin	Bid amount \$1700

The motion carried unanimously.

Public Comment – No one was present to make comments.

President's Report/Board Discussion Items

Board Comments/Discussion – Mr. Holt voiced his appreciation to Dr. Johnston, faculty and staff for carrying on the business for this college in such a fine way. If a visitor was present, they may think the board approves everything that comes along, but all information is sent to the board a week ahead of time for viewing. Mr. Brints agreed adding with all the new technology, it is easily available.

2016-2017 Proposed Budget – Draft three – Dr. Johnston presented draft three of the budget and stated a balanced budget will be presented in July.

Summer Enrollment Update – Dean Hite presented the Summer II (8 week)/Mini Summer I 2016 Enrollment Report and Comparison, which is close to last year. Spring II was up and Summer I was down with total Headcount up by 0.13%. Contact hours for the Academic Year is up 1.18% at 45,152 compared to 44,624 in 2015.

Student Success Data Fact – Mrs. Harkey presented the Student Success Data Fact with two Key Performance Indicators of Accountability: Percent of Contact Hours Taught and FTE Student/FTE Faculty.

SACSCOC Update – The College is in full swing preparing for the SACS visit in Fall 2018. The first draft of the Compliance Certification is due the end of this summer. Mrs. Harkey presented a Countdown to Completion Timeline showing what parts are required and when due. This summer, a team will attend the SACSCOC Quality Enhancement Institute in Grapevine. In December, our SACSCOC Leadership Team will attend the meeting in Atlanta. Our Compliance Certification document is due March 2018 with an off-site review in May. The SACSCOC on-site Visitation Team will be at Vernon College October 2018.

ERP/SIS Update – Mrs. Ivy Harris briefed the Board on the two new system components purchased through ERP/SIS. She also presented the first problem solver, Margaret Tubbs, an accountant in the business office who found problems in the payroll processing schedules and reported these concerns to the Implementation Team. Ms. Tubbs was presented with a gift certificate to the bookstore, balloons and the traveling trophy. The Problem Solver project is designed to generate support and excitement about the new ERP/SIS.

Upcoming College Events:

- (1) Vernon College Board of Trustees Retreat/Meeting – Wednesday, July 20, 2016
- (2) Vernon College Foundation Meeting – Thursday, July 21, 2016

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

Personnel –

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

A. Employment

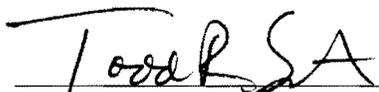
- (1) Brittanie Talley, Head Softball Coach – Vernon Campus, effective July 1, 2016 with an annual salary of \$39,848 11-month contract
- (2) Jakob Cunningham, Assistant Baseball Coach/Residence Hall Assistant – Vernon Campus, effective August 1, 2016 with an annual salary of \$23,582 (less room & board) 10-month contract

Closed Session: Mr. Holt made the motion, seconded by Mrs. Pennington, to go into closed session at 12:38 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.

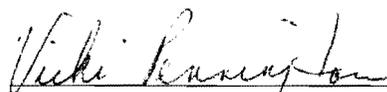
Open Session: Mr. Brints made the motion, seconded by Mrs. Spears, to reconvene at 1:09 p.m. in open session. The motion carried unanimously.

Action: None

There being no further business Dr. Smith adjourned the meeting at 1:10 p.m.



Dr. Todd Smith, Chairman



Mrs. Vicki Pennington, Secretary