

# MINUTES

Regular Meeting

BOARD OF TRUSTEES

Vernon College

May 9, 2018

The Board of Trustees of Vernon College met on Wednesday, May 9, 2018 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. Ann Wilson and Mrs. Anne Spears. Absent was Mr. Bob Ferguson.

Others present were Dr. Dusty R. Johnston, President, and Deans Garry David 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. Shana Drury, Associate Dean of Instructional Services; Mrs. Amanda Raines, Director of Enrollment Management/Registrar; Dr. Donnie Kirk, Director of Quality Enhancement; Mrs. Ivy Harris, ERP/SIS Director/Coordinator of Cybersecurity; Mrs. Mindi Flynn, Accountant/Business Office Manager, and Ms. Mary King, Administrative Secretary to the President. Guest present was Mr. Mark Potter from *The Vernon Daily Record*.

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

## Consent Agenda

Mrs. Pennington made the motion, seconded by Mr. Holt to approve the Consent Agenda containing the *Minutes of the April 11, 2018 Regular Board Meeting* and the *President's Monthly Travel Expense Report*. The motion carried unanimously.

## Item A – Qualify Newly Elected Board Members

Newly elected board members Ann Wilson, Place #5, and Irl Holt, Place #7 were issued a *Certificate of Election*, signed the *Statement of Officer* and were sworn in by Secretary Vicki Pennington as they took the *Oath of Office*. Both were unopposed candidates for the purposes of the May 5, 2018 election pursuant to the Order of Cancellation approved and issued on March 21, 2018 by the Board of Trustees. The third unopposed candidate, Mr. Bob Ferguson, Place #6 was absent and will be sworn in at the next meeting.

## Action Item B

Mrs. Spears made the motion, seconded by Mr. Holt to approve the *Recommendations of the Nominating Committee* for the slate of board officers to serve 2018 to 2020. The nominating committee appointed by Chairman Smith, consisted of Mr. Irl Holt, Mr. Bob Ferguson, and Mrs. Anne Spears. The recommendations presented were Dr. Todd Smith as Chairman, Mr. Norman Brints as Vice-Chairman, and Mrs. Vicki Pennington as Secretary. The motion carried unanimously.

## Action Item C

Dean David presented the *Financial and Investment Reports as of April 30, 2018*. Mr. Brints made the motion, seconded by Mrs. Spears, to approve the report as presented. The motion carried unanimously.

## Action Item D

Mrs. Spears made the motion, seconded by Mrs. Wilson, to approve the *Vernon College Cyber Security Policy* as presented by Mrs. Ivy Harris. The motion carried unanimously.

## Action Item E

Mr. Holt made the motion, seconded by Mrs. Spears to approve the *Inter-local Agreement between Vernon College and City of Vernon* as presented by Dr. Johnston. The motion carried unanimously.

### Action Item F

Mrs. Pennington made the motion, seconded by Mr. Brints to approve the *Tax Resale Deeds* 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 – No items to discuss

Vernon College Foundation meeting update – Dr. Smith reported on the April 19, 2018 Vernon College Quarterly Foundation Meeting via teleconference. Ms. Raji Bolton was elected as a director for the term 2018-2023. Criquett Lehman gave an update on the success of the second year mentor program under the Title III grant. Dean David gave the financial report and Ms. Alexander gave the philanthropic report. Dr. Johnston attended the State Board of Nursing meeting in Austin and was not able to attend.

Dr. Johnston reminded the board of the July retreat and one of the topics on the agenda is the restricted fund report to make sure it is acceptable and understandable to the Board or if any changes or additions need to be made to it.

Dr. Johnston stated that the College made registration and hotel reservations for Ann Wilson and Vicki Pennington to attend the Community College Association of Texas Trustees (CCATT) Conference June 1–2, 2018 in Ft. Worth.

Budget Update – draft 2 – Dean David presented Draft 2 stating it is \$227,000 out of balance, down from the \$284,000 in Draft 1. It does still include the 1.5% salary step increase. No one has been affected, but some items that were requested may be taken out in Draft 3.

2017-2018 Athletic Scholarship Award Report – Dr. Johnston presented the annual athletic scholarship award report for the 2017-2018 academic year. A total of \$544,310.00 was available for Rodeo, Baseball, Softball and Volleyball scholarships. The President stated that some of this scholarship money comes from auxiliary enterprise net revenue.

Student Success Data Fact – Dr. Donnie Kirk gave a presentation about the Student Survey of Entering Student Engagement (SENSE). He also spoke of the six SENSE Benchmarks, and informed the Board of the Quality Enhancement Plan (QEP) *Success through Inquiry* and Inquiry Based Learning (IBL).

TASB Policy Update 31 discussion – Dr. Johnston stated he sent the Board information on the Texas Association of School Boards (TASB) Policy Update 31 and how to access and review all information pertaining to it. We will review and discuss any changes in the local policies for Vernon College and in June it will be an action item to approve.

SACSCOC – Overview of the Reaffirmation Process – Mrs. Betsy Harkey presented a PowerPoint titled Overview of the Reaffirmation Process by Dr. John Hardt, Vice President for the Southern Association of Colleges and Schools Commission on Colleges. Dr. Hardt is our assigned liaison, advisor and representative with the organization. He shared this with Vernon College representatives during his visit in January. She went over the three-stage process, 1 – the Off-site Process, 2 – the On-site Process, and 3 – Commission in Action. The on-site committee will be here October 22 – 25, 2018.

Dr. Johnston presented the Upcoming College Events:

- (1) Vernon College Commencement – May 12, 2018 @ 10:30 am – Wilbarger Auditorium
- (2) Vernon ISD Scholarship Banquet – May 21, 2018 @ 6:00 pm – Vernon High School
- (3) Vernon College Police Academy Graduation – June 6, 2018 @ 6:30 pm – WFISD CEC
- (4) Continuing Education Programs Completion Ceremony – June 7, 2018 @ 6:00 pm – Notre Dame High School, Wichita Falls

- (5) Community College Association of Texas Trustees conference – June 1-2, 2018 – Fort Worth
- (6) Board of Trustees meeting – June 13, 2018 – Board Room

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 Item 6 Personnel information sheet and recommended by the President. The motion carried unanimously.

A. Employment

- (1) Chelsey Henry, Career Services Coordinator, effective May 15, 2018 with a salary of \$33,076
- (2) Dr. Elizabeth Crandall, Vice-President of Instructional Services, effective July 1, 2018 with a salary of \$110,000

B. Resignation

- (1) Jason Jenkins, Assistant Athletic Director/Trainer, effective May 10, 2018
- (2) Kasey Humphries, Allied Health Continuing Education Coordinator – CCC, effective May 31, 2018

Closed Session: Mr. Holt made the motion, seconded by Mrs. Pennington, to go into closed session at 12:41 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. Wilson made the motion, seconded by Mrs. Spears, to reconvene at 1:50 p.m. in open session. The motion carried unanimously.

Action: None

There being no further business Mrs. Spears made the motion, seconded by Mrs. Wilson to adjourn the meeting at 1:51 p.m.



\_\_\_\_\_  
Dr. Todd Smith, Chairman

  
\_\_\_\_\_  
Mrs. Vicki Pennington, Secretary