

MINUTES

Regular Meeting BOARD OF TRUSTEES

Vernon College
October 10, 2018

The Board of Trustees of Vernon College met on Wednesday, October 10, 2018 at 11:30 p.m. in the *Board Room* of the *Osborne Administration Building*, Vernon, Texas with the following present: Dr. Todd Smith, Chairman; Mrs. Vicki Pennington, Secretary; and Mr. Norman Brints, Vice-Chairman. Other board members in attendance were Mr. Bob Ferguson, Mr. Irl Holt, Mrs. Ann Wilson, and Mrs. Anne Spears.

Others present were Dr. Dusty R. Johnston, President; Dr. Elizabeth Crandall, Vice-President of Instruction; Dr. James Nordone, Dean of Student Services/Admissions and Financial Aid; Mrs. Betsy Harkey, Director of Institutional Effectiveness; Ms. Michelle A. Alexander, Director of Institutional Advancement/Executive Director, Vernon College Foundation; Mrs. Shana Drury, Associate Dean of Instruction; Mrs. Ivy Harris, ERP/SIS Director/Cybersecurity Coordinator; Mrs. Amanda Raines, Director of Enrollment Management/Registrar; Mrs. Mindi Flynn, Business Office Manager; Mrs. Holly Scheller, Coordinator of Marketing and Community Relations; Mrs. Melissa Elliott, Director of Financial Aid; Mrs. Rachel White, Coordinator of Recruiting; and Ms. Mary King, Administrative Secretary to the President. Guest present was Mr. Mark Potter of the *Vernon Daily Record*.

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

Consent Agenda

Mr. Holt made the motion, seconded by Mr. Ferguson to approve the Consent Agenda containing the *Minutes of the September 12, 2018 Regular Board Meeting*, and the *President's Monthly Travel Expense Report*. The motion carried unanimously.

Action Item A

Mrs. Flynn presented the *Financial and Investment Reports as of September 30, 2018*. Mr. Brints made the motion, seconded by Mr. Ferguson, to approve the report as presented. The motion carried unanimously.

Action Item B

Mr. Brints made the motion, seconded by Mr. Holt to approve the *Philosophy, Vision, Values, Mission, and 2019-2023 Long Term Objectives for Vernon College* as recommended by the College Effectiveness Committee and presented by Mrs. Harkey. The motion carried unanimously. Mrs. Pennington mentioned the possibility to review the word "morals" in the last sentence under the Vernon College Values for future reference.

Action Item C

Mr. Ferguson made the motion, seconded by Mrs. Pennington to approve of the fourteen *Tax Resale Deeds* for property acquired and held in trust by the City of Vernon through tax foreclosure, and sold by Texas Communities Group on behalf of the taxing entities as presented by Dr. Johnston. The motion carried unanimously.

Public Comment – No one was present to make comments.

President's Report/Board Discussion Items -

There were no items for discussion or input.

Student Success Data Fact –

Mrs. Harkey presented a summary of the 2018 Vernon College Effectiveness Questionnaire as the Student Success Data Fact. The questionnaire is administered every August/September to catch two-year students, incoming students, and all constituents. It is an online questionnaire and this year the link was sent out to a large group via email, social media, the Vernon College web page, and Canvas. Included also were alumni,

high school counselors in our 12 county service area, employees, local and county officials, and board of trustees and foundation directors. We were very pleased to receive 615 responses.

SACSCOC Update –

Mrs. Harkey stated that she received the tentative agenda from the chair of the onsite review committee. Our responsibility is to help them accomplish their job. Volunteers on the host committee led by Criquett Lehman are working hard handling the final details with transportation, tours, setting up work place areas with supplies, snacks, and arranging meals. The charge to Dr. Crandall, Dr. Nordone and Garry David as leadership of the different components of the college, are working with the writers to review the standards we have submitted, and doing practice interviews. Vernon College is in good hands with those who will be interviewed and we should be in good shape.

Cyber-Security update – Mrs. Harris informed the Board that the College is continuing to put our cyber-security practices and policies in place to maintain eligibility for Title IV funding. Last term the focus was about educating the employees and this year the focus is educating the students. She presented a bright and colorful brochure illustrating how they can be smart and safe. Students will receive this via email to help them with any cyber-security issues. Printed copies will be shared with employees and available in student areas.

Electronic Information Accessibility update – Mrs. Harris informed the Board that the College is focusing on accessibility to the website so that our hearing and sight impaired students can use the website with their readers (a program that scans and tags each and every word and pronounces them) if they need to. The website was scanned to make sure all pictures and documents are tagged and in compliance.

Vernon College NIRA Rodeo update – Dr. Johnston commented that the rodeo was a big success. Our rodeo coaches and students did a great job! There was a good turnout.

USDA Farmer’s Market Grant – Farm to Table Dinner update – Dr. Johnston stated the Farm to Table dinner was held on October 2 in downtown Wichita Falls. The chef was Kyle from the Karat Restaurant. The food was excellent. Our culinary students served. Ms. Alexander added there were 67 in attendance. The dinner completes the second year of the grant and the third and final year began September 30.

Vernon College Leadership Academy update – Dr. Johnston informed the board his Leadership class of 12 students has met twice and going very well.

Dr. Johnston presented the Upcoming College Events:

- (1) Vernon College Preview Day, high school students on Vernon campus – Wednesday, October 17, 2018
- (2) Vernon College Foundation Annual Board Meeting, Vernon campus – October 18, 2018
- (3) SACSCOC On-Site Visit – October 22-25, 2018
- (4) College for Heroes/Walk for Warriors, CCC – November 8, 2018
- (5) Vernon College Regular Board Meeting, Vernon Campus – November 14, 2018
- (6) 2018 Texas Higher Education Leadership Conference – Austin, TX – November 29-30, 2018

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

Dr. Johnston presented the Minutes from the Faculty Senate.

Mr. Ferguson made the motion, seconded by Mrs. Wilson to approve the personnel changes as recommended by Dr. Johnston and detailed on item 6 B Personnel Information Sheet. The motion carried unanimously.

1. Employment

1. Virginia Amador, Classified II, Cosmo Lab/Mail Clerk – Vernon, effective September 24, 2018 with a salary of \$21,944.
2. Cynthia Rodgers, Classified II, Evening/Saturday PBX Operator – CCC, effective September 24, 2018

2. Resignation


1. Gabriela Nesbitt, Student Services Administrative Assistant – CCC, effective October 26, 2018

Closed Session: Mr. Ferguson made the motion, seconded by Mrs. Spears to go into closed session at 12:46 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 Mr. Holt, to reconvene at 1:05 p.m. in open session. The motion carried unanimously.

Action – None

There being no further business Mr. Brints made the motion, seconded by Mr. Holt to adjourn the meeting at 1:06 p.m.



Dr. Todd Smith, Chairman



Mrs. Vicki Pennington, Secretary