

MINUTES

Regular Meeting
BOARD OF TRUSTEES

Vernon College
August 14, 2019

The Board of Trustees of Vernon College met on Wednesday, August 14, 2019 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, and Mrs. Ann Wilson. Absent was Mrs. Anne Spears.

Others present were Dr. Dusty Johnston, President; Mr. Garry David, Vice President of Administration; Dr. James Nordone, Vice President 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. Ivy Harris, ERP/SIS Director/Cybersecurity Coordinator; Mrs. Shana Drury, Dean of Instructional Services; Mrs. Kristin Harris, Dean of Student Services/Director of Counseling; Mr. Kevin Holland, Director of Campus Police; Mrs. Amanda Raines, Director of Enrollment Management/Registrar; Mrs. Holly Scheller, Coordinator of Marketing and Community Relations; Mrs. Rachel White, Coordinator of Recruiting; Mrs. Mindi Flynn, Business Office Manager; and Ms. Mary King, Administrative Secretary to the President. Guest present was Mr. Daniel Walker 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 Mrs. Wilson to approve the Consent Agenda containing the *Minutes of the July 10, 2019 Board Retreat/Regular Board Meeting* and the *President's Monthly Travel Expense Report*. The motion carried unanimously.

Action Item A

Mr. David presented the *Financial and Investment Reports as of July 31, 2019*. Mr. Ferguson made the motion, seconded by Mr. Brints, to approve the report as presented. The motion carried unanimously.

Action Item B

Mr. Brints made the motion, seconded by Mrs. Wilson to approve the *2019-2020 College Operating Budget* as presented by Dr. Johnston. The motion carried unanimously.

Action Item C

Mr. Holt made the motion, seconded by Mrs. Pennington to approve the *Resolution to set the 2019 Vernon College Tax Rate* at the effective rate of 22.1055 cents per \$100 of appraised property value. The motion carried unanimously.

Action Item D

Mrs. Wilson made the motion, seconded by Mr. Holt to approve the *Investment Policies, Procedures, and Strategies as Required by the Public Funds Investment Act* (no changes from previous year) as presented by Mr. David. The motion carried unanimously.

Action Item E

Mr. Ferguson made the motion, seconded by Mrs. Wilson to approve the *2019-2020 Institutional Effectiveness Plans* as presented by Mrs. Harkey. The motion carried unanimously.

Action Item F

Mrs. Pennington made the motion, seconded by Mrs. Wilson to approve the 2019 Fall Continuing Education and Training Schedule with tuition and fees and authorize the Dean of Instruction to set tuition and fees for any additional classes that may develop during the Fall term. The motion carried unanimously.

Action Item G

Mr. Holt made the motion, seconded by Mr. Ferguson to approve three *Tax Resale Deeds* as presented on the agenda by Dr. Johnston. The motion carried unanimously.

Action Item H

Mrs. Pennington made the motion, seconded by Mr. Holt to approve the *Wilbarger County Appraisal District's 2020 Budget* as presented by Dr. Johnston. The motion carried unanimously.

Public Comment – No one was present to make comments.

President's Report/Board Discussion Items -

July 18, 2019 VC Foundation Board Meeting Update – Dr. Todd Smith informed the Board that the Vernon College Foundation Board met via teleconference and discussed the following items:

- Dr. Carl Craighead was introduced as a new member of the Foundation Board.
- The Foundation Board awarded a \$7,000 grant to Vernon College for the 2019-2020 Student Success Peer Mentor Program.
- The Board renewed a \$10,000 grant to Vernon College to support the 2019-2020 New Beginnings program.
- The Board also renewed a grant for \$25,000 to fund the Vernon College Foundation non-endowed scholarship.
- Ms. Michelle A. Alexander presented the Philanthropic Report.
- Vice President Garry David presented the Foundation Financial and Investment Report.

Recruiting update – Mrs. Rachel White, Recruiting Coordinator, presented an annual Vernon College Recruiting Activities report from September 1, 2018 through August 6, 2019. The College hosted recruiting events such as Preview Day on both the Vernon campus and at Century City Center. There was a 13% increase in the total number in attendance on the Vernon campus over the previous year. More than \$4,000 in scholarships were awarded to students just for attending. Individual, Family and Group tours were given at all locations year round. She provided an outlook for the coming year for continued and new recruiting initiatives.

Annual Planning Calendar –

Mrs. Harkey presented the 2019-20 Annual Planning Calendar as a follow up from a previous meeting as part of Board training and the Board's expectations as defined by SACSCOC. It is part of the Board's involvement in the Vernon College Planning process. The College Effectiveness Committee approved the document last month. The College uses it as a guideline tool and it is provided to the Board for information and reference.

Student Success Data Fact –

Mrs. Harkey presented the newest Licensure and Certification report as this month's student success data fact. Each year the Texas Higher Education Coordinating Board requires a report on passing rates for licensure and certifications on certain programs. As part of our key performance indicator of accountability for Vernon College, we added other additional programs associated with licensure and certifications for our purposes. The definition that we follow is how many students tested and passed in an academic year. The most recent information is the 2017-18 academic year.

VC Leadership Academy Update –

Dr. Johnston stated his fall leadership class is in the process of forming. The information and scheduled dates were sent out to faculty and staff.

Fall Board Meeting Dates – Dr. Johnston presented the following Fall Board meeting dates:

- (1) Regular Board Meeting – Wednesday, September 11, 2019
- (2) Regular Board Meeting – Wednesday, October 9, 2019
- (3) Regular Board Meeting – Wednesday, November 13, 2019
- (4) Regular Board Meeting – Wednesday, December 11, 2019

Dr. Johnston presented the Upcoming College Events:

- (1) On-site Registration
 - a. Vernon Campus – Tuesday, August 20, 2019
 - b. Century City Center – Wednesday and Thursday, August 21 & 22, 2019
- (2) Classes begin Monday, August 26, 2019

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

Mrs. Wilson made the motion, seconded by Mr. Ferguson 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
 - a. Brent Braswell, LVN Instructor – CCC, effective August 1, 2019 with a salary of \$52,276.
 - b. Nicholas Long, Coordinator of EMS Program – CCC, effective August 1, 2019 with a salary of \$49,135.
 - c. Bruce Zotz, ADN Instructor, effective August 5, 2019 with a salary of \$39,207.
 - d. Jodi Hilbers, Health Occupations Instructor, effective August 12, 2019 with a salary of \$44,218.
 - e. Crystal Boyle, Director of Distance Education and Learning Technologies, effective August 28, 2019 with a salary of \$60,082.
2. Resignation
 - a. Sonny Seyler, LVN Faculty Administrative Assistant – CCC, effective July 23, 2019
 - b. Larissa Parkey – Library Administrative Assistant - CCC, effective August 7, 2019
 - c. Roxanne Hill, Director of Distance Education and Learning Technologies – effective August 31, 2019
3. Retirement
 - a. Kimberly Bateman, Director of Bookstore Services – effective August 31, 2019
 - b. Kathy Barfield, Bookstore Manager – CCC, effective August 31, 2019

Closed Session: Mr. Ferguson made the motion, seconded by Mr. Holt to go into closed session at 12:35 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. Ferguson made the motion, seconded by Mr. Holt, to reconvene at 1:03 p.m. in open session. The motion carried unanimously.

Action – None

There being no further business Mrs. Wilson made the motion, seconded by Mrs. Pennington to adjourn the meeting at 1:05 p.m.



Dr. Todd Smith, Chairman


Mrs. Vicki Pennington, Secretary