

MINUTES

Regular Meeting

BOARD OF TRUSTEES

Vernon College

May 13, 2020

The Board of Trustees of Vernon College met on Wednesday, May 13, 2020 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, Mrs. Ann Wilson, Mr. Bob Ferguson and Mr. James Brock. Absent was Mrs. Anne Spears.

Others present were Dr. Dusty R. Johnston, President, and Ms. Mary King, Administrative Secretary to the President. Guests present were Ms. Kathy McClellan of *KVWC Radio Station*, and Mr. Daniel Walker of the *Vernon Daily Record*.

In addition, present and keeping social distancing in the waiting area outside the board room were Vice Presidents Garry David and Dr. Jim Nordone. Also present were Mr. Kevin Holland, Director of Campus Police; Mrs. Shana Drury, Dean of Instructional Services; and Ms. Melissa Elliott, Director of Financial Aid.

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

Before the meeting started, Mr. Ferguson wanted to thank and commend Dr. Johnston and staff for the support and upkeep of all the unusual COVID-19 circumstances.

Chairman Smith welcomed new incoming board member James Brock and asked him to introduce himself. He is a resident of Wilbarger County for almost 60 years, graduated from Vernon College and a business owner in Vernon.

Consent Agenda

Mr. Holt made the motion, seconded by Mrs. Wilson to approve the Consent Agenda containing the *Minutes of the March 11, 2020 Regular Board Meeting and the March 20, 2020 Special/Emergency Meeting* and the *President's Monthly Travel Expense Report*. The motion carried unanimously.

Item A – Qualify Newly Elected Board Members

Newly elected board member James Brock, Place #1, was issued a *Certificate of Election*, signed the *Statement of Officer* and was sworn in by Secretary Vicki Pennington as he took the *Oath of Office*. Anne Spears, Place #2 was absent; she will be sworn in at the next meeting. Both were unopposed candidates for the purposes of the May 2, 2020 election pursuant to the Order of Cancellation approved and issued on March 11, 2020 by the Board of Trustees.

Action Item B

Mrs. Pennington made the motion, seconded by Mr. Holt to approve the *Recommendations of the Nominating Committee* for the slate of board officers to serve 2020 to 2022. The nominating committee appointed by Chairman Smith, consisted of Mrs. Ann Wilson, Mr. Irl Holt, and Mrs. Vicki Pennington. The recommendations presented were Dr. Todd Smith as Chairman, Mr. Bob Ferguson as Vice-Chairman, and Mrs. Ann Wilson as Secretary. The motion carried unanimously.

Action Item C

Vice President David presented the *Financial and Investment Reports as of April 30, 2020*. Mr. Ferguson made the motion, seconded by Mrs. Wilson, to approve the report as presented. The motion carried unanimously.

Action Item D

Mrs. Wilson made the motion, seconded by Mr. Ferguson, to approve the proposed *Continuing Education 2020 Summer Schedule* as presented by Shana Drury, including proposed tuition and fees, and authorize the Dean of Instructional Services to set tuition and fees for any additional classes that may develop during the summer

term. The Continuing Education Kids College schedule was discussed and the department is proposing a Camps-to-Go for kids instead of bringing them on campus due to the uncertainty of COVID-19. The motion carried unanimously.

Action Item E

Mr. Holt made the motion, seconded by Mrs. Pennington to approve the *Tax Resale Deeds* as presented by Dr. Johnston. The motion carried unanimously.

Action Item F

Mr. Holt made the motion, seconded by Mr. Ferguson to approve the *2020-2021 Vernon College Catalog* 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 – Mrs. Pennington commended the staff that trained faculty on how to teach on-line in order to keep classes going during these uncertain times of COVID-19. Dr. Johnston stated the transition went very smoothly. It was an easy transition for some and hard for others. He commended Crystal Tate, Director of Distance Education and Learning Technologies, who spent a lot of her time, one-on-one, with faculty to set up their classes in Canvas. Other faculty who already had experience with Canvas also stepped up to help.

Vernon College Foundation meeting update – Dr. Smith reported on the April 16, 2020 Vernon College Quarterly Foundation electronic meeting. The Directors approved a \$7,000 grant for the 2020-2021 Peer Mentor program, which is unchanged from last year. The Foundation On-line Auction raised \$6,621.15. The foundation matches that amount resulting in a total of \$13,242.30 available to award as departmental grants in October.

2020-2021 Budget Update – draft 2 – Mr. David presented Draft 2 of the 2020-2021 Budget. He noted that it is \$176,000 from being balanced. Dr. Johnston stated that the Budget is prepared in four drafts, this month is draft two, draft three is in June, and draft four will be at our annual retreat in July with the final budget in August. Compared to last year's budget, it is \$750,000 less in revenue. It includes an estimate of 10% reduction in the state appropriation, an estimate reduction in tuition and fees revenue, and in tax collections.

2019-2020 Athletic Scholarship Award Report – Dr. Johnston presented the annual athletic scholarship award report for the 2019-2020 academic year. A total of \$581,750.00 was available for Rodeo, Baseball, Softball and Volleyball scholarships. Recruiting is finished and plenty of students are headed this way. The President stated that he is on a sub group of presidents called the Athletics group that meets every Friday via teleconference to discuss how to deal with athletics in the fall. There are many questions out there on how to proceed with COVID-19 situations. No decisions have been made as of now.

Travel Policy revision discussion – Dr. Johnston discussed several suggestions for a revision in the travel policy to reduce travel budgeting. We are considering reducing mileage reimbursement to .10/mile less than the state rate; normally we do .05/mile less. Secondly, suggesting elimination of the meal reimbursement for day trips. It would be a budget cut across the board and would save a few thousand dollars in the budget.

TASB Policy Update 38 discussion – Dr. Johnston stated he sent the Board information about the Texas Association of School Boards (TASB) Policy Update 38 and instructions on 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 it will be an action item at the June Board meeting.

Dr. Johnston sent the Board a tentative agenda of the July 8, 2020 Retreat and requested any changes or additions that need to be made to it be sent to him. It is held on the Vernon Campus as a morning session, with lunch and regular meeting following.

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

Dr. Johnston presented the minutes from the Faculty Senate Meeting of March 6, 2020

Dr. Johnston presented the Upcoming College Events:

- (1) Community College Association of Texas Trustees conference – postponed to August
- (2) Board of Trustees meeting – June 10, 2020 – Board Room

Personnel –

Mrs. Pennington made the motion, seconded by Mrs. Wilson, 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) Krista Parrett, Library Associate – Vernon, effective March 23, 2020 with a salary of \$22,273
- (2) Toni Reagan, A D N Instructor, effective April 1, 2020 with a salary of \$43,492.

B. Resignation

- (1) Mollie Williams, Administrative Assistant – Dean of Instruction – Century City Center, effective April 2, 2020
- (2) Anna Martin, Administrative Assistant – Institutional Effectiveness – Vernon campus, effective April 30, 2020
- (3) Clinton Wagoner, Coordinator – Pass Center, effective May 6, 2020

C. Termination

- (1) Andrew Escobedo, Custodial Technician – CCC effective April 16, 2020

D. Consider Reappointment

- (1) Coaches/Assistant Coaches for 2020-2021

Closed Session: Mr. Ferguson made the motion, seconded by Mr. Holt, to go into closed session at 12:44 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 1:01 p.m. in open session. The motion carried unanimously.

Action: None

There being no further business Mr. Holt made the motion, seconded by Mrs. Pennington to adjourn the meeting at 1:03 p.m.



Dr. Todd Smith, Chairman



Mrs. Ann Wilson, Secretary