

# MINUTES

Regular Meeting

BOARD OF TRUSTEES

Vernon College

June 9, 2021

The Board of Trustees of Vernon College met on Wednesday, June 9, 2021 at 11:30 p.m. in the *Board Room of the Osborne Administration Building*, Vernon, Texas with the following present: Dr. Todd Smith, Chairman, Mr. Bob Ferguson, Vice-Chairman, and Mrs. Ann Wilson, Secretary. Other board members in attendance were Mr. James Brock, Mr. Irl Holt, Mrs. Vicki Pennington and Mrs. Betsy Smith.

Others present were Dr. Dusty R. Johnston, President; Dr. Elizabeth Crandall, Vice-President of Instruction; Mrs. Mindi Flynn, Vice President of Administration; Mrs. Shana Drury, Dean of Instructional Services; Mrs. Kristin Harris, Dean of Student Services; Mrs. Criqueett Scott Chapman, Student Success Pathway Director; Mrs. Jackie Polk, Director of Human Resources; Mrs. Crystal Tate, Director of Distance Education & Learning Technologies/Canvas Administrator; Ms. Melissa Elliott, Director of Financial Aid; Ms. Ivy Qwuarels, ERP/SIS/Cybersecurity Director/Electronic Information Accessibility Coordinator; Mr. Kevin Holland, Director of Campus Police; 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 May 12, 2021 Regular Board Meeting* and the *President's Monthly Travel Expense Report*. The motion carried unanimously.

Public Comment – No one was present to make comments.

## Action Item A

Mrs. Flynn presented the *Financial and Investment Reports as of May 31, 2021*. Mrs. Wilson made the motion, seconded by Mrs. Smith to approve the report as presented. The motion carried unanimously.

## Action Item B

Mr. Holt made the motion, seconded by Mrs. Pennington to approve the *Updated Handbooks* presented by Dr. Johnston, Crystal Tate, and Kristin Harris. The handbooks approved were the 2021-22 Distance Education Student Manual, 2021-22 Student Residence Handbook, and 2021-22 Student Handbook. The motion carried unanimously.

## Action Item C

Mr. Brock made the motion, seconded by Mr. Holt to approve to *Purchase Hussey Maxam Plus Seating for the King Center Gym* at the price of \$176,407. This new seating system will be more comfortable for sporting events, employee meetings, and other recruiting and college events. The seating would be more comfortable with handrails and enough room for social distancing. The motion carried unanimously.

## President's Report/Board Discussion Items

Board Comments/Discussion – No comments to discuss

2020-2021 Budget Update – Draft Three – Dr. Johnston presented Draft three of the 2021-2022 proposed budget. Dr. Johnston stated that the difference between Draft two and Draft three is in the additional \$400,000 in state funding. Draft three includes increases for instructional technology, professional development travel, roof money and a total of 3% compensation increase for all employees. This draft is out of balance by \$46,999. The Board will receive draft four at the July 9 Retreat.



Student Success Data Fact – Dr. Johnston presented the Summer Enrollment Update as the Student Success Data fact. The Summer, 10-week semester, and Summer 1, 5-week semester shows we are down 10 students total. Also, a small decrease on the Vernon campus, break even at Century City Center, and a little decrease at Skills Training Center. Internet count went up again by 9.61%. The total headcount for all locations is 834.

Cybersecurity Update – Ivy Qwurels presented the annual cybersecurity update. She handed the board an overview of the 52-page document completed every year for our Cybersecurity metric to be sure we are meeting state and federal requirements. We are currently in the process of completing this year’s report due in August. This overview is referenced on last year’s report highlighting what areas we strategically worked on this year.

Program Discipline Evaluation Summary – Dr. Johnston and Shana Drury presented the Summary of Evaluation Results and Recommendations made by the 2020-2021 program and discipline evaluation subcommittees of the Academic Council. She stated every five years programs and disciplines are evaluated on a set number of guidelines. Some are Coordinating Board guidelines, and some are Vernon College guidelines. There are different aspects of how the programs are evaluated. There were no programs on probation to report for 2020-2021.

TASB Policy Update 41 – Dr. Johnston reminded the Board to review Update 41 for changes in the local policies and the approval of those changes will be at the July meeting.

Board Retreat Update – Dr. Johnston sent the proposed Agenda for the Board of the July 14, 2021 Retreat and Regular meeting and a reminder that is being held at the Century City Center in the Joe Chat Summer Conference room. If anyone wishes to ride in a College van, those arrangements can be made.

Dr. Johnston presented the Upcoming College Events:

- (1) Vernon College Foundation Meeting – Thursday, July 15, 2021

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

Personnel –

Mrs. Wilson made the motion, seconded by Mr. Brock, 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) Kristian Maldonado, Custodial Technician – Century City Center, effective May 1, 2021
- (2) Corey Camacho, Grounds Technician – Vernon Campus, effective May 25, 2021
- (3) Harli Adams, Classified III/Administrative Assistant – Vice President of Instructional Services - Vernon Campus, effective June 7, 2021
- (4) Edna Story, Classified II/Switchboard/Receptionist – Vernon Campus, effective June 14, 2021
- (5) Kaycee Denny, Student Success Specialist – Century City Center, effective June 21, 2021

B. Resignations

- (1) Ronald Crone, Nursing Simulation Lab Assistant Coordinator, Century City Center, effective May 31, 2021
- (2) Dr. Justin Blackwell, Math Instructor, Century City Center, effective May 31, 2021
- (3) Samuel Hayden, Head Baseball Coach, Vernon Campus, effective September 1, 2021

C. Consider Reappointment and/or Extension of Administrative Staff and Classified Staff for 2021-2022

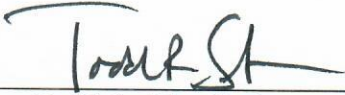
- (1) Administrative Reappointments
- (2) Classified Staff Reappointments
- (3) Administrative (pending completion of probation)
- (4) Classified (pending completion of probation)

Closed Session: Mr. Brock made the motion, seconded by Mr. Holt, to go into closed session at 12:15 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. Holt made the motion, seconded by Mrs. Smith, to reconvene at 12:57 p.m. in open session. The motion carried unanimously.

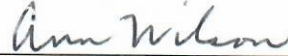
Action: None

There being no further business Mrs. Wilson made the motion, seconded by Mrs. Pennington to adjourn the meeting at 1:00 p.m.



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Dr. Todd Smith, Chairman



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Mrs. Ann Wilson, Secretary