

# MINUTES

## Regular Meeting BOARD OF TRUSTEES

Vernon College  
November 10, 2021

The Board of Trustees of Vernon College met on Wednesday, November 10, 2021 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. Bob Ferguson – Vice-Chairman and Mrs. Ann Wilson – Secretary. Other board members in attendance were Mr. Irl Holt, Mrs. Betsy Smith, and Mr. James Brock.

Others present were Dr. Dusty Johnston, President; Dr. Lisa Crandall, Vice President of Instructional Services; Mrs. Mindi Flynn, Vice President of Administration; Mrs. Betsy Harkey, Director of Institutional Effectiveness; Mrs. Michelle Alexander, Director of Institutional Advancement/Executive Director, Vernon College Foundation; Mrs. Shana Drury, Dean of Instructional Services; Mrs. Criquett Scott-Chapman, Student Success Pathway Director; Mrs. Kristin Harris, Dean of Student Services; Mrs. Jeanne Ballard, Director of Financial Aid; Mrs. Holly Scheller, Coordinator of Marketing and Community Relations; Mrs. Jackie Polk, Director of Human Resources; Mr. Kevin Holland, Director of Campus Police and Ms. Mary King, Administrative Secretary to the President. Guests present were Mr. Eric Monroe – Ellucian Company; Ms. Barbara Brown-Faulconer – Brown, Hendrix & Associates; Mr. Joe Bercik and Josh Parish – Santa Rosa Communications; and Mr. Daniel Walker – Vernon Daily Record.

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

### Consent Agenda

Mrs. Wilson made the motion, seconded by Mr. Holt to approve the Consent Agenda containing the *Minutes of the October 13, 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. Mindi Flynn presented the *Financial and Investment Reports as of October 31, 2021*. Mr. Ferguson made the motion, seconded by Mr. Brock, to approve the Vernon College year to date and monthly financial and investment reports. The motion carried unanimously.

### Action Item B

Mrs. Wilson made the motion, seconded by Mrs. Smith to approve the *2022-2026 Primary Goals* and the *2021-2023 Priority Initiatives* as presented by Mrs. Harkey and recommended by the College Effectiveness Committee. The motion carried unanimously.

### Action Item C

Mr. Holt made the motion, seconded by Mrs. Wilson to approve the *2022 Spring Continuing Education Schedule* with proposed tuition and fees, as presented by Mrs. Drury, and to authorize the Dean of Instructional Services to set tuition and fees for any additional classes that may develop during the Spring term. The motion carried unanimously.

### Action Item D

Mr. Brock made the motion, seconded by Mrs. Smith to approve the *Selection and Purchase of the Ellucian Colleague ERP/SIS* at an estimated five-year cost of \$2.6 million as presented by Dr. Johnston. The cost may vary slightly based on actual hours of implementation services and training. The motion carried unanimously.



### Action Item E

Mrs. Smith made the motion, seconded by Mr. Ferguson to approve the *Professional Services Contract with Brown, Hendrix and Associates* to manage and facilitate implementation of the selected ERP/SIS for \$25,000 per month up to 28 months, as presented by Dr. Johnston. The motion carried unanimously.

### Action Item F

Mr. Ferguson made the motion, seconded by Mr. Brock to approve the new *Mental Health Leave Policy for Peace Officers in Compliance with Senate Bill 1359* as presented by Dr. Johnston and Chief of Police Kevin Holland. The motion carried unanimously.

### Action Item G

Mrs. Wilson made the motion, seconded by Mr. Ferguson to approve the new *Quarantine Leave Policy for Peace Officers in Compliance with Texas Local government Code Sec. 180.008* as presented by Dr. Johnston and Chief of Police Keven Holland. The motion carried unanimously.

### Action Item H

No Tax Resale Deeds to Consider

President's Report/Board Discussion Items – No items to discuss.

Foundation meeting report – Dr. Smith gave an update on the Vernon College Foundation annual board meeting held on October 21, 2021 in the Joe Chat Sumner, III Conference room at Century City Center. Re-elected Mrs. Helen Willingham Chair of the Board; Mrs. Joni Streit Vice Chair; and Ms. Sara Jane Snell Secretary/Treasurer. The Foundation approved a matching grant of \$9,420 to the 2021-2022 Nursing Department's Jet Jobs for Every Texan \$188,000 equipment grant, which required a 5% match from other funds. They also matched the proceeds from the 2020-2021 Foundation On-Line Auction and awarded grants to the following departments: Associate Degree Nursing \$623 for ADN Simulation Lab Equipment and Supplies; Licensed Vocational Nursing \$5,387 LVN Simulation Lab Equipment and Supplies; King Gym \$2,060 Equipment updates; and PASS Department \$1,500 for Increased Security. Dr. Johnston gave his president's report, Michelle Alexander presented the annual philanthropic report, and Mindi Flynn presented the annual financial report.

COVID-19 Update – Dr. Johnston stated student cases continue to climb; however there were no new cases last week and this is holding steady. This week the report will change as he was informed of a new positive case among employees. Wilbarger and Wichita Counties are both reporting decreases in infection numbers. There seems to be an impact everywhere with vaccine mandates for health care facilities and businesses. As of now, we do not know the impact on the College as a State Agency.

THECB Leadership Conference – Dr. Johnston sent the board, information regarding the THECB Leadership Conference in Austin and, had not received any response. There is the opportunity to attend the conference if anyone has changed their mind and would like to attend.

Santa Rosa Telephone as Internet Service Provider update – Dr. Johnston stated there have been several meetings and discussions with Santa Rosa Communications regarding becoming an internet service provider for Vernon College. We have received their contract for the board to review. The company is local and assures us of their service reliability and availability. Joe Bersek and Josh Parish were available for any questions. This will be an action item at the December board meeting.

TASB 42 – Dr. Johnston sent the Board Update 42 information on local changes. He stated this is the second update we have received this year. As a reminder, the legal policies are not for us to change, only the local policies. These are available to review and this will be an action item for the December board meeting.

Title IX Report in compliance with TEC, Title 3, Subtitle A, Chapter 51, Subchapter E-2 – Mrs. Harris stated Title IX is a federal law that we follow investigating sexual assault and sexual harassment on campus. The Texas Higher Education Coordinating Board requires the College to complete and submit this report and present it to the Board annually.



**Student Success Data Fact** – Mrs. Harkey presented the Vernon College Effectiveness Questionnaire results as the Student Success data fact. This questionnaire has been administered annually since 2016 and gives our stakeholders the opportunity to share their perceptions of Vernon College with us. This project is also designed to satisfy potential questions from our accrediting agency and help College components and departments make data-informed decisions.

Dr. Johnston presented the Upcoming College Events:

1. Campuses closed for Thanksgiving Holiday – November 24-26, 2021
2. SACSCOC Virtual Annual Conference – December 2-7, 2021
3. Vernon College Board of Trustees meeting – Wednesday, December 8, 2021 11:30 am
4. Campuses closed for Christmas Holiday – Friday, December 17, 2021 12:00 noon. Campuses open Monday, January 3, 2022

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

Minutes from the October Faculty Senate meeting on October 16, 2021 were not available prior to this meeting, so they will be presented at the next meeting.

Mr. Brock 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. Jessica Ayres, Classified II, Faculty Assistant - LVN – Century City, effective November 1, 2021
  - b. Susie Ferguson, Cosmetology Faculty/Instructor – Century City Center, effective November 29, 2021
  - c. Stephanie Mescher, Student Success Specialist – Century City Center, effective November 29, 2021
2. Internal Transfer
  - a. Tracy Catlin, *To*: CTE Navigator *From*: Testing Coordinator, effective November 1, 2021
3. Resignation
  - a. Christina Feldman, Director of Continuing Education, effective November 30, 2021
4. Retirement
  - a. Betsy Harkey, Director of Institutional Effectiveness, effective May 30, 2022

Closed Session: Mr. Ferguson made the motion, seconded by Mr. Holt, to go into closed session at 12:21 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 12:41 p.m. in open session. The motion carried unanimously.

Action: None

There being no further business Mrs. Wilson made the motion, seconded by Mr. Holt, to adjourn the meeting at 12:42 p.m.



Dr. Todd Smith, Chairman



Mrs. Ann Wilson, Secretary