

MINUTES

Regular Meeting BOARD OF TRUSTEES

Vernon College
October 13, 2021

The Board of Trustees of Vernon College met on Wednesday, October 13, 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 and Mrs. Ann Wilson – Secretary. Other board members in attendance were Mr. Irl Holt, Mr. James Brock, and Mrs. Betsy Smith. Absent was Mr. Bob Ferguson – Vice-Chairman.

Others present were Dr. Dusty 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. Amanda Raines, Director of Enrollment Management/Registrar; Mrs. Crique Scott Chapman, Student Success Pathway Director; Mr. Kevin Holland, Director of Campus Police; and Ms. Mary King, Administrative Secretary to the President. Guest present were Mr. Daniel Walker of the *Vernon Daily Record*.

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

Chairman Smith asked for a moment of silence for the loss of Mrs. Vicki Pennington, Board member, who recently passed. She meant a lot to everyone in this room.

Consent Agenda

Mr. Holt made the motion, seconded by Mrs. Wilson to approve the Consent Agenda containing the *Minutes of the September 8, 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 September 30, 2021*. Mrs. Wilson 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. Smith made the motion seconded by Mrs. Wilson to approve the *Philosophy, Vision, Values, Mission, and 2022-2026 Long Term Objectives for Vernon College* presented by Dr. Johnston and recommended by the College Effectiveness Committee and administrative team. The motion carried unanimously.

Action Item C

Mr. Holt made the motion, seconded by Mrs. Wilson to approve the *Tax Resale Deed* for the resale of the following tax foreclosure property held in trust by the taxing entities: Parcel 7785001 winning bidder Gia Dickerson for the amount of \$311.00. The motion carried unanimously.

President's Report/Board Discussion Items – Dr. Johnston reminded the Board that the College is still in discussion with Santa Rosa Telephone Company as the internet service provider. They have met with us and Run Business Solutions, and RBS is on board with moving forward with Santa Rosa's offerings. It is a price savings for us in the long term. The President state that he is reviewing the contract they sent us to look over and the main interest is in the timeline.

Board Vacancy – Dr. Johnston stated that there is now a vacancy on the Board of Trustees. The question is does the College hold a special election or appoint someone until the May 2022 Election. There are no

candidates to mention at this time. Work will begin on finding someone whom may have an interest to review at the next board meeting.

COVID-19 Update – Dr. Johnston stated his weekly updates showed a spike in August and September. There appears to be a levelling off across the state. The College is working to stay on top of the numbers.

ERP/SIS update – Dr. Johnston noted that ERP/SIS stands for Enterprise Resource Program Student Information System. The College sent out a RFP (Request for Proposals) and received three. Two were chosen to make presentations. One company – Ellucian, came in last week for two days for an in-person presentation and zoomed others in. The other company – Jenzabar, will make zoom presentations over the next two days. The VC team involved is focused on selecting one which will be brought to the board for approval. It is a big undertaking. An ERP/SIS system touches every department of the college such as Admissions, Recruiting, Registration, Course Scheduling, Faculty Loads, Financial Aid, Housing, Business Office, Billing, Accounts Receivable, and Accounts Payable, for example.

Fall 2021 Instructional Update – Dr. Crandall presented the Board with a handout listing Instructional updates. She mentioned new programs since last update such as Court Reporting and Massage Therapy. Also listed were updates on Tutoring, New Beginnings, and Perkins Grant assistance for qualified students for some CTE programs. Dr. Crandall spoke of upgrades to technology in classrooms and discussed the Texas Pathways continuing collaboration with Student Success. Spring schedules are being finalized. Registration begins November 15. She then presented charts on Full-time vs Part-time Faculty, Student Success by Faculty type, and Student Success.

Student Success Data Fact – Dr. Johnston presented the Student Success data fact for this month as the Vernon College Count Day Snapshot with a comparison of 2020 and 2021 Fall and Fall 1. The information contained in the snapshot is what Vernon College looks like on that day at that time. It shows the student head count and what students are attending. The information is sorted from POISE. Kudos to Amanda Raines and her staff for their correct input of student information.

Annual Health Clinic Report – Mrs. Harris presented the Health Care Clinic Annual Report from September 2020 through August 2021. She stated Lindsey Streit, Nurse Practitioner, is the new health care provider. The clinic is offered on the Vernon campus and primarily used by the dorm students and staff.

Dr. Johnston presented the Upcoming College Events:

- (1) Vernon College Foundation Annual Board Meeting, 10:00 am – CCC – October 21, 2021
- (2) Vernon College Theatre Ensemble on the Air, Live on KVWC 103.1 FM Thursday, October 21 and Saturday, October 23 @ 7:00 pm
- (3) Vernon College Regular Board Meeting, Vernon Campus – November 10, 2021

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

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

A. Employment

- a. Annaliese Espinoza, Classified II, Faculty Assistant, Nursing – Vernon campus, effective September 20, 2021
- b. Donna Adams, Grant Developer, Institutional Advancement – Century City Center, effective October 1, 2021
- c. Sharon Anderle, Financial Aid Processing/Third Party Awarding Clerk – Century City Center, effective October 4, 2021
- d. Crystal Wells, Assistant Director of Financial Aid – Vernon campus, effective October 11, 2021
- e. Clayton Whitman, LVN Instructor – Vernon campus, effective October 18, 2021

B. Resignation

1. Ivy Qwurels, ERP/SIS Director, effective September 30, 2021
2. Jaxx Qwurels, Faculty Assistant - LVN – Century City Center, effective September 30, 2021
3. Kaycee Denny, Student Success Specialist – Century City Center, effective October 4, 2021
4. Elizur McLaughlin, Director of Cosmetology, effective October 15, 2021

C. Retirement

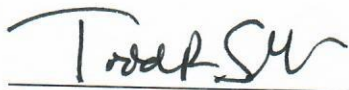
- a. Renèe Wooten, Spanish Instructor, effective May 30, 2022

Closed Session: Mr. Holt made the motion, seconded by Mr. Brock, to go into closed session at 12:14 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. Brock, to reconvene at 12:34 p.m. in open session. The motion carried unanimously.

Action: None

There being no further business Mrs. Smith made the motion, seconded by Mr. Holt to adjourn the meeting at 12:35 p.m.



Dr. Todd Smith, Chairman



Mrs. Ann Wilson, Secretary