

MINUTES

Regular Meeting BOARD OF TRUSTEES

Vernon College

April 13, 2022

The Board of Trustees of Vernon College met on Wednesday, April 13, 2022 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. Jamie Chapman 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; Ms. Michelle A. 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. Jackie Polk, Director of Human Resources; Mrs. Jeanne Ballard, Director of Financial Aid; Mrs. Holly Scheller, Coordinator of Marketing and Community Relations; Mr. Kevin Holland, Director of Campus Police; and Ms. Mary King, Administrative Secretary to the President. Guest present was *unopposed candidate elect for Place #4 - Mrs. Meg Heatly*.

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

Mr. Ferguson publically thanked Dr. Todd Smith for his services and all he has done for the Board. Dr. Johnston presented Dr. Smith with a plaque recognizing him for his service on Place #4 of the Board of Trustees from November 2010 through April 2022, and as *Chairman of the Board* from June 2012 through the current month of April 2022.

Dr. Johnston introduced Mrs. Meg Heatly as a guest and unopposed candidate elect for Place #4, currently held by Dr. Smith. She will be sworn in next month, along with Mrs. Betsy Smith for Place #2 and Mrs. Jamie Chapman for Place #3, both also unopposed candidates.

Consent Agenda

Mrs. Wilson made the motion, seconded by Mr. Ferguson to approve the Consent Agenda containing the *Minutes of the March 9, 2022 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 March 31, 2022*. Mr. Ferguson made the motion, seconded by Mrs. Chapman to approve the report as presented. The motion carried unanimously.

Action Item B

Dr. Todd Smith, Chairman, made the recommendation for a nominating committee consisting of Betsy Smith, Irl Holt, and Jamie Chapman to make recommendations for a new slate of officers at the May 11, 2022 meeting. Mrs. Wilson made the motion to approve the recommendation, seconded by Mr. Ferguson. The motion carried unanimously.

Action Item C

Mr. Holt made the motion, seconded by Mrs. Wilson to approve the *2022-2023 Annual Action Plan* presented by Dr. Johnston. The motion carried unanimously.

Action Item D

Mrs. Wilson made the motion, seconded by Mrs. Smith to approve the *Continuing Education 2022 Summer schedule and Kids College schedules* 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 motion carried unanimously.

Action Item E

Mr. Holt made the motion, seconded by Mrs. Chapman to approve the *Amended Inter-local Participation Agreement (IPA) with TASB Risk Management Fund* as presented by Mrs. Flynn and Dr. Johnston. The motion carried unanimously.

Action Item F

Mrs. Smith made the motion, seconded by Mrs. Wilson to approve participation in the *Deposit Insurance Program with Herring Bank* as presented by Dr. Johnston. The motion carried unanimously.

Action Item G

No *Tax Resale Deeds* to approve.

President's Report/Board Discussion Items

Board input/discussion –

Budget update – Draft 1 – Dr. Johnston presented Draft 1 of the Budget for the fiscal year 2022-2023. It is a conservative approach because of revenue uncertainty. Revenue is dependent on enrollment and is difficult to predict. The current Draft 1 does have the 1.5% step salary schedule.

Student Success Data Fact – Dr. Johnston presented the Assessment Activity/Report Calendar for 2021-2022. This is a glossary of all College assessment reports produced annually.

Non-credit workforce programs (state funded) in high school update – Mrs. Drury presented the Funded Non-Credit 2021-2022 High School Program report. The report displays participating the area high schools, the programs offered and the number of unduplicated students enrolled. The 2020 – 2021 data was included for comparison purposes.

July Board Retreat/Monthly Meeting – The board received a tentative schedule for the July 13 Board Retreat earlier. The program will begin with a tour of this campus, morning agenda, lunch, and follow by the regular board meeting at 1:00 pm.

50th Anniversary update – The 50th Anniversary Committee is deep into planning various activities. The level of volunteerism and ideas will insure that September 9 will be a good day.

Dr. Johnston presented the Reminder of Upcoming Events:

- (1) Vernon College Foundation Board meeting – Thursday, April 21 2022 – 10:00 a.m. – CCC
- (2) Honors Convocation – Thursday, April 21, 2022 – 6:30 pm – MPEC, Wichita Falls
- (3) Vernon College Theater Radio Production on KVWC--April 28 and 29 @ 7:00 pm - *The Diary of Sophronia Winters*.
- (4) Sports Banquet – Monday, May 9, 2022 – 6:00 p.m.—Wilbarger Auditorium
- (5) Board of Trustees meeting – Wednesday, May 11, 2022 – 11:30 a.m. Vernon Campus
- (6) ADN Pinning—Friday, May 13, 2022—10:30 am—Wilbarger Auditorium
- (7) Commencement – Saturday, May 14, 2022– 10:30 a.m. Kay Yeager Coliseum, Wichita Falls
 - 9:00 a.m. Rehearsal—all students
 - 10:00 a.m. Board members, faculty, staff, and students prepare for entrance
 - 10:30 a.m. Graduation – All students

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

Dr. Johnston presented the minutes of the March 9, 2022 Faculty Senate Meeting.

Summer hours for 2022 will begin Monday, May 16 and continue through Thursday, July 28. Operating hours will be Monday through Thursday 8:00 a.m. to 5:30 p.m. Offices will not be expected to stay open to 6:00 p.m. during summer hours. Vernon College will return to the Monday through Thursday 8:00 a.m. to 6:00 p.m. and Friday 8:00 a.m. to 12:00 noon schedule on Monday, August 1, 2022.

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

A. Personnel changes

1. Employment

- a. Jeffrey Hass, Police Officer – Vernon Campus, effective April 1, 2022
- b. Michelle Twilligear, LVN Instructor – Century City Center, effective April 11, 2022

2. Reassignments

- a. Shana Drury from Dean of Instructional Services to Vice-President of Instructional Services effective May 1, 2022
- b. Criquett Scott-Chapman from Director of Student Success Pathways to Vice-President of Student Services effective May 1, 2022

3. Resignation

- a. Amanda Raines, Director of Enrollment Management/Registrar, effective April 30, 2022
- b. Elisabeth Ainsworth, LVN Instructor, effective April 22, 2022

Closed Session: Mr. Ferguson made the motion, seconded by Mr. Holt to go into closed session at 12:30 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. Brock, to reconvene at 12:55 p.m. in open session. The motion carried unanimously.

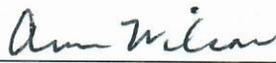
No Action

There being no further business Mrs. Smith made the motion, seconded by Mrs. Chapman to adjourn the meeting at 1:00 p.m. The motion carried unanimously.



[REDACTED], Chairman

Bob Ferguson



Mrs. Ann Wilson, Secretary