

# MINUTES

## Regular Meeting BOARD OF TRUSTEES

Vernon College  
March 9, 2022

The Board of Trustees of Vernon College met on Wednesday, March 9, 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. Betsy Smith and Mrs. Jaime Chapman.

Others present were Dr. Dusty R. Johnston, President; Dr. Elizabeth Crandall, Vice-President of Instruction; Mrs. Mindi Flynn, Vice President of Administration; Mrs. Betsy Harkey, Director of Institutional Effectiveness; Ms. 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. Amanda Raines, Director of Enrollment Management/Registrar; 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. William Bachman of the *Herring National Bank*, and Mr. Daniel Walker of the *Vernon Daily Record*.

Chairman Dr. Todd Smith called the meeting to order at 11:45 a.m.

### Consent Agenda

Mr. Bob Ferguson made the motion, seconded by Mrs. Ann Wilson to approve the Consent Agenda containing the *Minutes of the February 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. Mindi Flynn presented the *Financial and Investment Reports as of February 28, 2022*. Mrs. Wilson made the motion, seconded by Mr. James Brock, to approve the Vernon College year to date and monthly financial and investment reports as presented by the Chief Financial Officer. The motion carried unanimously.

### Action Item B

Mr. Irl Holt made the motion, seconded by Mr. Ferguson, to approve the *Certification of Unopposed Candidates* and issue an *Order of Cancellation* for the *Election of Vernon College Board of Trustees Place #2, Place #3, and Place #4 scheduled to be held on May 7, 2022 cancelled, and the unopposed candidates elected – Place #2 – Betsy Smith, Place #3 – Jamie Chapman, and Place #4 – Meg Heatly* as presented by Dr. Dusty Johnston. The motion carried unanimously.

### Action Item C

Mr. Brock made the motion, seconded by Mrs. Betsy Smith to approve the *Revision to the Skills Training Center Lease with Wichita County* as presented by Dr. Johnston. Approximately 50,000 square feet at \$2.05/sq. ft. totaling \$102,500 per year paid monthly at a rate \$8,541.67. The term is January 1, 2022 through December 31, 2029. The motion carried unanimously.

### Action Item D

Mr. Ferguson made the motion, seconded by Mrs. Wilson to approve *Condley and Company, LLP* as the new *Independent Auditor to Conduct the Annual Audit for the Year Ending August 31, 2022* as presented by Mrs. Flynn. The motion carried unanimously.



Board input/discussion – No items to discuss.

Deposit Insurance Program – Herring Bank

Mr. William Bachman with the Herring National Bank discussed a new program, Deposit Insurance Program. The program gives Vernon College access to FDIC Insurance on deposits with Herring Bank that are in excess of FDIC insurance limits. The Bank will farm out excess funds to other banks in \$250,000 allotments. FDIC is the golden seal with all banks and backed by the good faith of the Federal Government. Dr. Johnston stated that this may or may not be an action item in a future meeting.

King Farm annual update – Mrs. Flynn provided an annual update on the King Farm. There is not much change and that the tenants still struggle without rain and are just holding steady. Dr. Johnston stated we are still very fortunate the tenants continue to lease the property.

Student Success Data Fact – Mrs. Betsy Harkey presented the Enrollment Count Day Snapshot for 2022 Spring and Spring 1 as the Student Success Data Fact for March. This Snapshot shows exactly the number of Vernon College students in our system in a semester. She compared percentages with the 2021 Spring snapshot for data points such as male and female gender population, full and part time, ethnicity, dual credit, etc. The percentages remain average. This information is a good resource for many usages.

History of Vernon College Focus on Student Success – Mrs. Harkey presented the History of Vernon College. Begun in 2009, it is a historical document listing the good things happening at Vernon College with good student success measures and activities. Every department and component of the College can add to it every year. The collection of information lists the College's efforts to help our students be successful.

THECB Texas Completion Grant update – Ms. Michelle Alexander reported on the new Texas Higher Education Coordinating Board (THECB) completion grant. This program will repay up to \$1,000 that a student owes to the College who stopped attending because of COVID19, provided that student re-enrolls in college. If the debt is over \$1,000.00, the student is responsible for the balance. The College has until September 30, 2022 to expend the funds.

Wichita Falls Community update – Mrs. Holly Scheller presented an update about the activities of the College's Phi Theta Kappa (PTK) Chapter. Recently the group provided funds to several elementary schools for new playground equipment. PTK has 20 active members who must maintain at least a 3.5 GPA. The students participate in various fundraisers. Peers Against Tobacco (PAT), a peer-led tobacco/nicotine prevention program for is their main fundraiser. In return for our PTK Chapter's participation, PAT gives them funds to assist with their projects. Our PTK is focused on helping children in elementary and middle schools in our communities.

Meals on Wheels update – Dr. Johnston stated that there is some confusion between the Vernon College Congregate Meals Program and the Meals on Wheels Organization. Congregate Meals is a grant-funded College initiative under the direction of our Continuing Education Department. Participants are charged a nominal sum for each meal with the actual cost reimbursed by the Area Agency on Aging. Meals on Wheels (MOW) contracts with Congregate Meals to prepare the meals to distribute to their MOW clients. The cost paid by Meals on Wheels for this service has slowly increased over the years, and is going to be increased considerably this year due to the true cost of each meal. Some of the MOW Board members are under the impression we were overcharging them because we charge our participants a nominal sum for the meal at the Chaparral Senior Center.

Vernon College 50<sup>th</sup> Anniversary update – A committee of volunteers was created to help plan the Vernon College 50<sup>th</sup> Anniversary celebrations on September 9, 2022. There are many ideas and suggestions on the table to discuss and put in to action.

Dr. Johnston presented the Reminder of Upcoming Events:

- (1) Vernon College Theater production – *The Furnished Floor* – March 10 & 11, 2022, 7:00 p.m. on the Air, Live on KVWC 103.1 FM
- (2) Spring Break – March 14-18, 2022 – all campuses
- (3) Easter Eggstravaganza – April 5, 2021 4:30 – 5:30 p.m. Vernon Campus



- (4) Board of Trustees meeting – Wednesday, April 13, 2022 – 11:30 a.m. Vernon Campus
- (5) Vernon College Foundation Board meeting – Thursday, April 21 2022 – 10:00 a.m. – Century City Center – Wichita Falls
- (6) Scholarship Banquet – cancelled 2022
- (7) Honors Convocation – Thursday, April 21, 2022 – 6:30 pm – MPEC, Wichita Falls
- (8) Sports Banquet – Monday, May 9, 2022 – 6:00 p.m. – Wilbarger Auditorium
- (9) ADN Pinning – Friday, May 13, 2022 – 10:30 a.m. – Wilbarger Auditorium
- (10) 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.

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

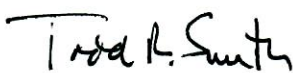
1. Employment
  - a. Kayla Taylor, Henrietta ISD Health Careers Instructor, effective March 2, 2022
  - b. Carolann Busch, ADN Administrative Assistant- Vernon Campus, effective March 1, 2022
2. Internal Transfer
  - a. Dr. Brad Beauchamp, From Math Instructor/Director of Instructional Assessment to Director of Institutional Planning, Assessment and Effectiveness, effective May 1, 2022
3. Resignation
  - a. Kristian Maldonado, Night Custodian - CCC, effective February 13, 2022
  - b. Maddison Jones, Part-time Administrative Assistant, Tutoring Center - Vernon campus, effective February 16, 2022
  - c. Colby Winstead, Assistant Rodeo Coach – Vernon campus, February 28, 2022
  - d. Brook Conley, Assistant Volleyball Coach – Vernon Campus, March 10, 2022
4. Consider Reappointment of Faculty for 2022-2023
  - a. Faculty Reappointments
  - b. Faculty (pending completion of probation)

Closed Session: Mr. Ferguson made the motion, seconded by Mrs. Smith to go into closed session at 12:45 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 Mrs. Smith, to reconvene at 1:05 p.m. in open session. The motion carried unanimously.

No Action

There being no further business Mrs. Wilson made the motion, seconded by Mr. Holt to adjourn the meeting at 1:08 p.m. The motion carried unanimously.



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Dr. Todd Smith, Chairman



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Mrs. Ann Wilson, Secretary