

MINUTES

Regular Meeting
BOARD OF TRUSTEES

Vernon College
October 11, 2023

The Board of Trustees of Vernon College met on Wednesday, October 11, 2023 at 11:30 a.m. in the *Board Room* of the *Osborne Administration Building*, Vernon, Texas with the following present: Mr. Bob Ferguson – Chairman; Mrs. Ann Wilson – Vice-Chairman, and Mrs. Betsy Smith – Secretary. Other board members in attendance were Mr. Irl Holt, Mr. James Brock, Mrs. Jamie Chapman and Mrs. Meg Heatly.

Others present were Dr. Dusty Johnston, President; Mrs. Shana Drury, Vice President of Instructional Services; Mrs. Mindi Flynn, Vice President of Administration; Dr. Criquett Chapman, Vice President of Student Services; Mrs. Kristin Harris, Dean of Student Services; Mrs. Roxie Hill, Director of Student Information System/ Special Projects/Chief Information Security Officer; Ms. Michelle Alexander, Director of Institutional Advancement/Executive Director, Vernon College Foundation; Dr. Brad Beauchamp, Director of Institutional Assessment, Planning, and Effectiveness/SACSCOC Liaison; Mrs. Holly Scheller, Coordinator of Marketing and Community Relations; Dr. Steven Underhill, Business Management Instructor/Faculty Senate President; Ms. Colleen Moore, Director of Enrollment Management/Registrar; Mrs. Kelly Miller, Director of Student Success; Mr. Mark Cisneros, Student Success Specialist; Mr. Kevin Holland, Director of Campus Police; and Ms. Mary King, Administrative Secretary to the President. Guest present was Mr. Bill Humphrey of the *Vernon Daily Record*.

Chairman Ferguson 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 September 13, 2023 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 September 30, 2023*. Mr. Holt made the motion, seconded by Mrs. Chapman, 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

Mrs. Smith made the motion, seconded by Mr. Holt, to approve the *Philosophy, Vision, Values, Mission* statements, and *2024-2028 Long Term Objectives* for Vernon College as presented by Dr. Beauchamp and recommended by the College Effectiveness Committee and administrative team. The motion carried unanimously.

Action Item C

Mr. Brock made the motion, seconded by Mrs. Chapman, to approve *Purchasing a Vehicle* from Vernon Auto Group at the price of \$55,960 as presented by Dr. Johnston/Mindi Flynn. The motion carried unanimously.

Action Item D

Mrs. Chapman made the motion, seconded by Mrs. Heatly to approve to *Resurface a Portion of the Parking Lot at Century City Center* at a cost of \$30,000 as presented by Dr. Johnston/Mindi Flynn. The motion carried unanimously.

Action Item E

Mr. Holt made the motion, seconded by Mrs. Wilson, to approve nominating *Mr. James Brock* to the *Wilbarger County Appraisal District Board*, election, as presented by Dr. Johnston. If elected, the nominee will serve a two-year term beginning on January 1 of even-numbered year. The motion carried unanimously.

Action Item F

Mr. Brock made the motion, seconded by Mrs. Chapman, to revise the tax abatement guidelines with the following criteria: length of the tax abatement to a three-year schedule with the abatement percentage starting at 100% - 1st year, 75% - 2nd year, and 25% the third year. The motion carried 6 to 1 with Mr. Holt opposing. Mr. Holt has suggested a 5-year schedule during discussion of the motion.

Action Item G

No *Tax Resale Deeds* were received.

President's Report/Board Discussion Items –

Dr. Johnston reported on the 40th Annual Vernon College Rodeo held September 29 – 30, 2023. The college put on an extremely successful college rodeo. It went as smoothly as any rodeo had gone in the past. The actual production was really good. There were 25 hours of live action in three days. The rodeo team worked hard plus many community volunteers who were happy to help.

Title IX Compliance Report update – Mrs. Kristin Harris reminded the Board that Title IX started in 1972 and is a Federal law. It requires equal representation for men and women's athletics. The law contains many rules about all kinds of discrimination, sexual assault, and sexual violence. As Title IX Coordinators, Mrs. Harris stated that she investigates student complaints and Mrs. Jackie Polk, Director of Human Resources investigates complaints from faculty and staff. The Texas Higher Education Coordinating Board requires all schools to submit an annual report. Three incidents were submitted this year. The incidents consisted of, teasing in the classroom, social media impersonation, and text messaging. All were brought to the coordinator's attention for investigation from faculty and staff. They were handled and taken care of by the staff without any kind of violence or worse situations. Faculty and staff are required to take training and it shows to be helping.

Security/Cyber Security update – Mrs. Roxie Hill reported October is Cyber security awareness month. She keeps track of situations on the technical side. We have been very active in trying to prevent any attacks from hackers coming in and taking our data or identity. She works with Runbiz who enables the software and technology for us to use. We also receive daily reports from the Texas DIR to make sure we are on top of everything. In September we deployed MFA (Multifactor Authentication) for staff and students which goes beyond passwords and username access. We also keep up with Software updates for security. Vernon College scored a 2.04 as opposed to other Texas Community Colleges who scored a 1.79 on the AT&T penetration test which is reported every two years.

Fall 2023 Instructional Update – Mrs. Shana Drury presented the Fall 2023 Instructional update by pointing out that this Spring, Continuing Ed is adding a new program - Patient Care Technician (PCT), giving students the opportunity to earn an EKG Technician, PCT licensure, CPR, and Phlebotomy credentials in four months. She also stated that just as the College has SACSCOC accreditation visits, we have individual programs that also have their own accreditation visits, such as Nurse Aide Training, Fire Fighter Academy, Pharmacy Technology, and the RN programs. There are also surprise visits to the EMS department, regular surprise visits to Cosmetology and Barber as well. Mrs. Drury stated that the Colleague training processes, practices and procedures have been graciously and patiently accepted by all components of Instructional Services.

Student Success Data Fact – Dr. Beauchamp presented the Count Day Snapshot for Fall 2023 as the Student Success data fact for this month. He highlighted the information contained under the Student Demographics listing total student count, dual credit, and non-dual credit students. Also, by age, gender, and race. Under the Path to Vernon College, the top 10 residences are by county and city. Total course enrollments by location, students by location, and educational goals at VC. He also added a new chart of all high schools in our service district area showing majors taken by students, and dual credit students by major.

Student Highlight – Mr. Mark Cisneros, Student Success Specialist, presented Tori Juarez as this month's student highlight. Tori followed her boyfriend, a welding student, to Vernon College and decided to take the class as well. She was the only female in the program. She had challenges along the way. She began having to take developmental classes, utilized the Student Success and Academic Coaching to go from STEPS to Honor Graduate. Now, her future plans are to continue attending VC for required classes because of cost savings, and then transfer to MSU to earn a Bachelor of Science in Mechanical Engineering.

Dr. Johnston presented the Upcoming College Events:

- (1) Vernon College Foundation Annual Board Meeting, 10:00 am— Joe Chat Sumner Conference Room, Wichita Falls—Thursday, October 19, 2023
- (2) Vernon College Sports Day—Vernon campus—Thursday, October 26, 2023
- (3) Vernon College Regular Board Meeting, Vernon Campus – November 8, 2023

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

Dr. Johnston mentioned that the Minutes from the Faculty Senate are uploaded in Canvas.

Mrs. Smith made the motion, seconded by Mr. Holt, 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. Clayton Jackson, Head Rodeo Coach – Vernon, effective September 18, 2023
- b. Dylan Guerrero, Distance Education/Media Specialist – Century City Center, effective September 25, 2023
- c. Jason Makepeace, Coordinator of Veterans Affairs – Century City Center, effective October 10, 2023

B. Reassignment

1. Elizabeth Gonzalez, to Distance Education/Media Specialist – Vernon, from Classified II, Student Success – Vernon, effective September 25, 2023
2. Cindy Hotz, to Coordinator of Student Billing – Vernon, from General Ledger Accountant

C. Resignation

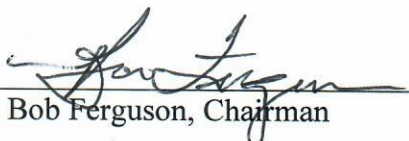
1. Ira “Jack” Jackson, Maintenance Specialist – Vernon, effective September 15, 2023
2. Swaize Lee, Head Rodeo Coach – Vernon, effective September 26, 2023
3. Christie Lehman, Student Billing Coordinator, Vernon, effective October 13, 2023


Closed Session: Mrs. Wilson made the motion, seconded by Mrs. Chapman, to go into closed session at 12:50 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. Smith made the motion, seconded by Mrs. Wilson, to reconvene at 1:15 p.m. in open session. The motion carried unanimously.

Action: None

There being no further business Mr. Holt made the motion, seconded by Mrs. Heatly, to adjourn the meeting at 1:20 p.m.


Mr. Bob Ferguson, Chairman


Mrs. Betsy Smith, Secretary