

MINUTES

Regular Meeting
BOARD OF TRUSTEES

Vernon College
February 14, 2024

The Board of Trustees of Vernon College met on Wednesday, February 14, 2024 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 and Mrs. Meg Heatly. Absent was Mrs. Jamie Chapman

Others present were Dr. Dusty Johnston, President; Mrs. Mindi Flynn, Vice President of Administration; Dr. Criquett Chapman, Vice President of Student Services; Mrs. Shana Drury, Vice President of Instructional Services; Mrs. Bettye Hutchins, Dean of Instructional Services; Mrs. Kristin Harris, Dean of Student Services; Ms. Michelle Alexander, Director of Institutional Advancement/Executive Director, Vernon College Foundation; Mrs. Jackie Polk, Director of Human Resources; Mrs. Roxie Hill, Director of Student Information System (SIS)/Special Projects/Chief Information Security Officer; Mrs. Jeanne Ballard, Director of Financial Aid; Mrs. Andrea Sanchez, Director of Continuing Education; Mrs. Holly Scheller, Coordinator of Marketing and Community Relations; Mrs. Kelly Miller, Director of Student Success; Ms. Melissa Moore, Early Start College Coordinator; Dr. Steven Underhill, Business Instructor; Mr. Kevin Holland, Director of Campus Police; and Ms. Mary King, Administrative Secretary to the President. Guests present were *First Baptist Church* Pastor Brooks Kemmey, and Mr. Mike Chacanaca 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 January 10, 2024 Regular Board Meeting* and the *President's Monthly Travel Expense Report*. The motion carried unanimously.

Public Comment – No one present for public comment.

Action Item A

Vice President Flynn presented the *Financial and Investment Reports as of January 31, 2024*. Mr. Holt made the motion, seconded by Mrs. Smith, 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. Wilson made the motion, seconded by Mr. Holt, to approve *Condley and Company, LLP* to conduct the audit for Vernon College, including the Vernon College Foundation, for the year ending August 31, 2024 at the price of \$57,500 plus actual travel expenses as presented by Vice President Flynn. The motion carried unanimously.

Action Item C

Mrs. Smith made the motion, seconded by Mrs. Wilson, to approve the following *Room and Board Rates for the 2024-2025 school year*. Vice President Flynn stated that Great Western Dining is proposing a small increase of approximately 3.2% due to inflation. A room rate increase is not proposed again this year. The motion carried unanimously.

Fall	\$500 room	\$2078 meal plan (77 days)	\$2578 total room and meal plan
Spring	\$500 room	\$2105 meal plan (78 days)	\$2605 total room and meal plan
Summer	\$200 room	no meal plan	

Action Item D

Mrs. Smith made the motion, seconded by Mr. Holt, to approve No increase for the *Proposed Tuition and Fee Rates for 2024-2025* as presented by Dr. Johnston. The following tuition and institutional service fee rates are currently in place. The motion carried unanimously.

Tuition	Current \$/SCH
In-district	\$ 60
Out of district	\$100
Out of state	\$160
ISF	Current \$/SCH
Vernon	\$ 50
CCC/WF	\$150
STC/WF	\$150
Internet	\$150
Total T&F	Current \$/SCH
Vernon*	\$110 *(Wilbarger Co. resident)
CCC/WF	\$250
STC/WF	\$250
Internet	\$250

Action Item E

Mr. Holt made the motion, seconded by Mrs. Wilson, to approve the *2024-2025 Academic Calendar* as presented by Vice President Drury and the Calendar Committee. The motion carried unanimously

Action Item F

Mr. Holt made the motion, seconded by Mr. Brock, to *Close the Credit Program in Medical Assisting* due to low enrollment as presented by Vice President Drury. The motion carried unanimously.

Action Item G

Mr. Brock made the motion, seconded Mrs. Wilson, to *Submit a Claim for Employee Retention Credit* as presented by Dr. Johnston and Vice President Flynn. The motion carried unanimously.

Action Item H

Mrs. Smith made the motion, seconded by Mrs. Wilson, to approve a *Property Easement for Water Line Repair/Replacement to the City of Vernon*, which will run across Vernon College property as presented by Dr. Johnston. The motion carried unanimously.

Action Item I

Mr. Holt made the motion, seconded by Mrs. Wilson, to approve the resale of the following tax foreclosure property held in trust by the City of Vernon: Parcel R6902001, winning bidder Jose Saul Garcia Gomez, in the amount of \$7,600.00. The motion carried unanimously.

President’s Report/Board Discussion Items

VC Foundation meeting update – Mr. Ferguson reported on the Vernon College Foundation Quarterly Meeting held January 18, 2024 in the Board Room of the Osborne Administration Building on the Vernon Campus in Vernon, Texas. The Foundation accepted the Foundation’s annual audit. Reviewed and approved the IRS Form 990 for FY2022. Approved a formal resolution to open a Vanguard Investment Account. Renewed the \$30,000 Catching the Future Dual Credit Scholarship Grant for the 2024-2025 Academic Year. Also renewed funding for the Foundation’s Annual Scholarship and increased the award to \$50,000. Dr. Johnston discussed the following: The Clean Audit, New Tax Abatement Policy, Trustee Election, Strategic Plan, Annual Information Technology review, Professional reviews, no Tuition and Fees increase for 2024-2025, Enrollment update, Staff development on January 10, Leadership priorities/prominent challenges, and Branch Campus Maintenance Tax update. Mrs. Delilah Fowler presented a student spotlight on VC graduate Judith Perez. Ms. Michelle Alexander reviewed the Philanthropic Reports, and Vice President Mindi Flynn reviewed the Foundation’s Financial and Investment reports.

Student Success Data Fact Update – Enrollment Update – Vice President Dr. Chapman presented the Enrollment and Comparison report as the Student Success Data Fact for February. The preliminary report compares Spring 2023 versus Spring 2024. Current enrollment is 1,990 compared to 1,990 last Spring, a 0% change. Dual Credit for Spring 2024 was 578 compared to 548 last spring, or an increase of 5.47%.

Athletic Student GPA report – Dr. Johnston presented the Fall 2023 Athletic Student GPA Report. He noted the graph shows GPA's for the fall semester. The GPA to be eligible to play is 2.50.

Student Highlight – Melissa Moore presented Ariel Reyes as the Vernon College Student Highlight. Ms. Reyes is a Vernon High School student who began taking VC dual credit courses the Fall of her junior year and has successfully taken 25 credit hours. She will graduate from high school in May of 2024 with 32 college credits. The presentation included the student's accomplishments, challenges and future plans. She noted the student was very grateful and knew she wanted to take on the opportunity to get ahead on her college career.

Dr. Johnston presented the Reminder of upcoming events:

- (1) TCCTA Conference – Frisco, TX – February 29-March 2, 2024
- (2) Vernon College Foundation Online Auction – March 5-7, 2024
- (3) March Board of Trustees meeting – Wednesday, March 13, 2024
- (4) Spring Break – March 11-15, 2024

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

Dr. Johnston presented minutes from the Faculty Senate meeting held on February 2, 2024.

A. Personnel –

Motion # 1 – Mr. Holt made the motion, seconded by Mrs. Smith, to approve the following personnel changes as detailed on the Item 6 Personnel Sheet and recommended by the president. The motion carried unanimously.

1. Employment

- a. Christy Beauchamp, Classified III, Administrative Assistant, Admissions Enrollment Specialist – Century City Center, effective January 22, 2024
- b. Anna Martin, Classified III, Administrative Assistant, ERP/SIS – Vernon Campus, effective January 22, 2024

2. Resignation

- a. April Maldonado, Vernon ISD Health Occupations Instructor, effective February 9, 2024

B. **Motion # 2** – Mr. Brock made the motion, seconded by Mrs. Wilson, to approve the extension of the following Vice Presidents and Deans Contracts for one year for a two-year contract dated September 1, 2024 - August 31, 2026. The motion carried unanimously.

Mrs. Shana Drury – Vice President of Instructional Services
Mrs. Mindi Flynn – Vice President of Administrative Services
Dr. Criquett Scott Chapman – Vice-President of Student Services
Mrs. Kristin Harris – Dean of Student Services
Mrs. Bettye Hutchins – Dean of Instructional Services

Closed Session: Mr. Brock made the motion, seconded by Mr. Holt, to go into closed session at 12:35 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.

To - Conduct Evaluation of College President and Consider Extending Contract for one additional year (September 1, 2024-August 31, 2027)

Open Session: Mrs. Wilson made the motion, seconded by Mr. Holt, to reconvene at 1:05 p.m. in open session. The motion carried unanimously.

C. **Motion # 3** – Mrs. Wilson made the motion, seconded by Mr. Holt, to approve the president’s contract for Dr. Dusty R. Johnston for one year for a three-year contract dated September 1, 2024 – August 31, 2027. The motion carried unanimously.

There being no further business Mr. Holt made the motion, seconded by Mrs. Heatly, to adjourn the meeting at 1:10 p.m. The motion carried unanimously.



Mr. Bob Ferguson, Chairman



Mrs. Betsy Smith, Secretary