

MINUTES

Board Retreat BOARD OF TRUSTEES

Vernon College July 10, 2024

The Board of Trustees of Vernon College met on Wednesday, July 10, 2024 at 8:30 a.m. in the *Multi-purpose Room* at the *Skills Training Center* in Wichita Falls, TX 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. James Brock, Mrs. Jamie Chapman, Mrs. Meg Heatly and Mr. Daryl Wolf.

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. Roxie Hill, Vice President of Information Systems and Technologies, and Ms. Mary King, Administrative Secretary to the President. Mrs. Kristin Harris, Dean of Instructional Services delivered meals.

The Board enjoyed coffee and breakfast before being led on a tour through the Skills Training Center by Mrs. Shana Drury.

Following the tour, Dr. Johnston began with the discussion listed on the Retreat Agenda items.

Topics reviewed and discussed were:

- 2024 Board Self-Reflection Survey
- Participation in National Associations/Conferences – Dr. Johnston
- Operations – Dr. Johnston/Mrs. Flynn
- Facilities/Residence Halls – Dr. Johnston/Mrs. Flynn
- Student Success – Dr. Chapman
- State legislative advocacy – Dr. Johnston
- Colleague ERP/SIS Update – Mrs. Hill/Dr. Chapman
- Update on new Community College Finance Model/Board member questions – Dr. Johnston
- 2024-2025 Draft 4 Budget review – Dr. Johnston
- Tax Rate Review – Dr. Johnston
 - Effective rate – “no new revenue tax rate”
 - Roll back rate – “voter-approval rate”
 - Tax Levy

The board adjourned for lunch.

MINUTES

Regular Meeting BOARD OF TRUSTEES

Vernon College
July 10, 2024

The Board of Trustees of Vernon College met on Wednesday, July 10, 2024 at 1:00 p.m. in the *Multi-Purpose Room* at the *Skills Training Center* in Wichita Falls, TX 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. James Brock, Mrs. Jamie Chapman, Mrs. Meg Heatly, and Mr. Daryl Wolf.

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. Roxie Hill, Vice President of Information Technologies; Mrs. Bettye Hutchins, Dean of Instructional Services; Mrs. Jackie Polk, Director of Human Resources; Mr. Zachary Ward, Police Officer; and Ms. Mary King, Administrative Secretary to the President.

Chairman Ferguson called the meeting to order at 1:00 p.m.

Consent Agenda

Mrs. Wilson made the motion, seconded by Mrs. Chapman to approve the Consent Agenda containing the *Minutes of the June 12, 2024 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 June 30, 2024*. Mr. Brock made the motion, seconded by Mrs. Smith, to approve the report as presented. The motion carried unanimously.

Action Item B

Mrs. Smith made the motion, seconded by Mrs. Wilson to approve the 2024-2025 Handbook Updates and Revisions as listed on the agenda and presented by Dr. Johnston. The motion carried unanimously.

Action Item C

Mrs. Chapman made the motion, seconded by Mr. Brock, to approve for the College President's finalization of the 2024-2025 I.S.D. Contract Agreements, once enrollment is finalized. Listed were Burkburnett, Electra, Iowa Park, Vernon and Windthorst ISD. The motion carried unanimously.

Action Item D

Mrs. Chapman made the motion, seconded by Mrs. Smith, to approve the Tax Abatement Application and three-year tax schedule from Blue Summit Storage, LLC. for – Year 1 - 100%, Year 2 - 75%, and Year 3 - 25% as presented by Dr. Johnston. The motion carried unanimously.

Action Item E

Mrs. Wilson made the motion, seconded by Mrs. Smith to approve the TASB Insurance renewal for 2024 – 2025 at the cost of \$302,646.00 as presented by Dr. Johnston and Mrs. Flynn. The motion carried unanimously.

Action Item F

Dr. Johnston stated there were no Tax Resale Deeds this month.

President's Report/Board Discussion Items

Mr. Ferguson and Mr. Brock requested the possibility of including a follow-up discussion or an action item regarding the Sport Exploratory committee report presented from athletic director, Jason Jenkins, on the possibility of adding a new sport on the Vernon Campus. Dr. Johnston stated it would be included in the September board agenda as the August agenda is pretty much full.

2024-2025 Budget, Tax Appraisal, and Tax Rate Discussions – Dr. Johnston presented Draft 4 of the proposed Vernon College 2024-2025 operating budget. He stated the difference between Draft 3 and Draft 4 is that it is balanced. We looked at what more could be taken out of the expense side across the board and re-evaluated all possible sources of income on the revenue side. It is based on what used to be called the effective rate, the no new revenue rate. The final proposed Vernon College 2024-2025 operating budget will be presented at the August meeting. Dr. Johnston added he was very appreciative of the Board's support through the years of the 3% compensation to the employees of Vernon College. On behalf of all employees, he knows they are appreciative as well.

Based on the pre-certified tax appraisal, the Effective Rate will be 19.5 cents or .19503. Those numbers will change when we get the certified tax appraisal in a few weeks. Our estimated Tax Levy that is in the budget is based on that appraisal once it becomes certified.

Dr. Johnston presented the Upcoming College Events:

- (1) Texas Association of Community Colleges Summer Conference – July 31 through August 2, 2024 – Austin, TX
- (2) “Regular” Office Hours begin – 8:00 am Monday, August 5, 2024
- (3) LVN Pinning – Thursday, August 8, 2024 – 10:30 am—MPEC
- (4) Surgical Technology Pinning—Thursday, August 8, 2024 – 6:00 pm—MPEC
- (5) Fall Semester Kickoff for all Faculty & Staff – Thursday, August 15, 2024 – Vernon Campus
- (6) Faculty Professional Development – Friday, August 16 – 8:00 am – 12:00 noon – Skills Training Center
- (7) Registration On-Site – Tuesday, August 13- Vernon and CCC
- (8) Classes begin – August 21, 2024
- (9) Labor Day Holiday – September 2, 2024

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

Personnel

A. Issuance of Employee Contracts for 2024-2025

Mr. Brock made the motion, seconded by Mrs. Wilson, to approve the issuance of Vernon College Employee Contracts for 2024-2025 as listed in the agenda with the 1.5% salary schedule step increase plus a 1.5% additional increase for a total 3.0% increase in compensation. The motion carried unanimously.

B. Personnel Changes

Mrs. Smith made the motion, seconded by Mrs. Heatly, to approve the Personnel Changes as listed in the agenda and recommended by Dr. Johnston and detailed on item 6 B Personnel information sheet. The motion carried unanimously.

a. Employment

1. Patrick Chapman, Jr., Custodian - Vernon Campus, effective July 1, 2024
2. Sharon Bly, Art Instructor, Century City Campus, effective August 1, 2024
3. Amanda Tyler, Tutoring Center Coordinator - Vernon Campus, effective August 1, 2024
4. Jaime Aleman, Classified II, Administrative Assistant – Library, Century City Center, effective August 12, 2024


b. Resignation

1. Rance Clark, CE Allied Health Coordinator – Century City Center, effective July 3, 2024
2. Alli Fleming, Athletic Administrative Assistant – Vernon Campus, effective July 31, 2024
3. Mollie Owen, PASS Center Coordinator – Vernon Campus, effective July 31, 2024
4. Hunter Douglas, Assistant Baseball coach – Vernon Campus, effective July 31, 2024
5. Shelli Pendleton, A D N Instructor – Vernon Campus, effective August 7, 2024

There being no further business Mrs. Smith made the motion, seconded by Mrs. Chapman to adjourn the meeting at 1:30 p.m.



Mr. Bob Ferguson, Chairman



Mrs. Betsy Smith, Secretary