

MINUTES

Regular Meeting

BOARD OF TRUSTEES

Vernon College

January 20, 2016

The Board of Trustees of Vernon College met on Wednesday, January 20, 2016 at 11:30 a.m. in the *Board Room of the Osborne Administration Building*, Vernon, Texas with the following present: Dr. Todd Smith, Chairman, Mr. Norman Brints, Vice-Chairman and Mrs. Vicki Pennington, Secretary. Other board members in attendance were Mr. Bob Ferguson, Mr. Irl Holt, and Mrs. Joanie Rogers. Absent was Mrs. Anne Spears

Others present were Dr. Dusty R. Johnston, President, and Deans Garry David, Gary Don Harkey, Joe Hite, and Jim Nordone. Also present were Ms. Michelle A. Alexander, Director of Institutional Advancement/Executive Director, Vernon College Foundation; Mr. Chris Bell, Director of Campus Police; Mrs. Shana Drury, Associate Dean of Instructional Services; Mrs. Betsy Harkey, Director of Institutional Effectiveness; Ms. Clara Gregory, Coordinator of Marketing & Alumni Relations; Ms. Criquett Lehman, Director of Quality Enhancement; Mrs. Mindi Flynn, General Ledger Accountant; and Ms. Mary King, Administrative Secretary to the President. Guest present was Ms. Stephanie Stanley from *The Vernon Daily Record*.

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

Consent Agenda

Mrs. Pennington made the motion, seconded by Mr. Ferguson to approve the Consent Agenda containing the *Minutes of the December 16, 2015 Regular Board Meeting* and the *President's Monthly Travel Expense Report*. The motion carried unanimously.

Action Item A

Dean David presented the *Financial and Investment Reports as of December 31, 2015*. Mr. Ferguson made the motion, seconded by Mr. Holt to approve the report as presented. The motion carried unanimously.

Action Item B

Mrs. Rogers made the motion, seconded by Mr. Ferguson to approve *Adopting Specific Degree Programs as Multidisciplinary Studies Associate Degree Programs as Required by Senate Bill 1189, 84th Legislative Session* as presented by Dr. Johnston and Dr. Harkey. The motion carried unanimously.

Action Item C

Mr. Brints made the motion, seconded by Mrs. Rogers to approve the *Order of Trustee Election to be Conducted May 7, 2016* as presented by Dr. Johnston. The motion carried unanimously.

Public Comment – No one was present to make comments.

President's Report/Board Discussion Items

Dr. Johnston introduced Mr. Jim Nordone, Dean of Student Services, and Mrs. Ivy Harris, ERP/SIS Coordinator.

Board Member Discussion/Input – No items were discussed.

Vernon College Foundation Report – Dr. Smith reported on the Vernon College Foundation Quarterly Meeting held on both the Vernon campus and Century City Center via Teleconference on January 19. This was the first meeting without Joe Chat Sumner. Mrs. Helen Willingham, Vice Chairman, assumed the role of Chairman and

conducted the meeting. Dean David presented the Financial and Investment Reports. Dr. Johnston presented his College Update. The Directors' accepted the Vernon College Foundation Annual Audit and approved the IRS 990 as presented by the Foundation's auditor, Mr. Mark Fleming of Edgin, Parkman, Fleming and Fleming. Other business included the approval a new \$20,000 grant for Dual Credit Scholarships for the 2016-2017 Academic Year and the approval of a 5% earnings spend rate for 2016-2017 scholarships. Ms. Michelle A. Alexander presented the philanthropic report.

Dr. Johnston reported that the Professional Staff Development Program held on January 11 was a successful day and enjoyed by all.

ERP/SIS update – Dr. Johnston provided an update on the Enterprise Resource Program/Student Information System. The ERP/SIS will replace POISE; this is the software system that runs the college. The request for proposals (RFP's) was submitted and the responses from the three companies chosen by the ERP/SIS Task Force, were received. This group has a large task of reviewing the proposals. They will make a recommendation to the President in February.

Title III Student Success Pathway update – Mrs. Harkey and Dean Nordone reported on the Title III Student Success Pathway. Mrs. Harkey stated the PowerPoint presentation, put together by Brandi Brannon and Sjhontan Fanner, in the blackboard packet, serves as a reference for the Title III Student Success Pathway activities. She also explained that the Title III grant includes two strategies: (1) provide students, faculty, staff and administration with the tools and information, such as the new ERP system, they need to make data informed decisions; and (2) increase academic support through proactive and intrusive advising. Mr. Nordone stated he is excited to take the lead from here and he feels the overall Title III grant is a great opportunity to have the tools to make informed decisions, and to keep students retained, making academic progress, and graduating from college and entering the workforce. He is working with faculty on the Mini Grant activity that is also a part of the Title III grant.

Student Success Data Fact – Betsy Harkey presented the Student Success Data Fact for January, which was the Key Performance Indicator of Accountability for Financial Aid.

IT Management Review – Dr. Johnston presented the Annual IT Management Review from Run Business Solutions. They are performing according to the plan, on time, and within budget.

Dr. Johnston presented the Upcoming College Events:

- (1) FAITH Meal hosted by Vernon College – Boys & Girls Club – Thursday, January 28, 2016 – 5:00 p.m.
- (2) TCCTA Conference – Houston, TX – February 25-27, 2016
- (3) February Board of Trustees meeting – Wednesday, February 17, 2016
- (4) Vernon College Foundation On-line Auction – March 1-3, 2016

Athletic Events update – Dr. Johnston reported that Julie Myers-Kuhn has hit the ground running as Athletic Director. The season is starting for all our athletic programs.

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

Personnel –

Mr. Ferguson made the motion, seconded by Mrs. Pennington to approve the following personnel actions. The motion carried unanimously.

A. Employment

- (1) Ivy Harris, ERP/SIS Coordinator – Vernon campus, effective January 4, 2016 with an annual salary of \$57,457

- (2) Edsel Tubbs, Custodial Technician – Vernon campus, effective January 4, 2016 with an annual salary of \$22,349
- (3) Malinda Fleming, Classified II, Financial Aid Processing/Direct Loan Clerk – Vernon campus, effective January 25, 2016 with an annual salary of \$21,301
- (4) Amanda Snook, Biology Instructor, effective January 11, 2016 with an annual salary of \$39,188
- (5) Melanie Milner, ADN Instructor, effective January 12, 2016 with an annual salary of \$38,057

B. Re-Assignment

- (1) Kaylee Covey, *from* Classified II, Admissions and Records Clerk *to* Classified III, Admissions and Records Clerk – Century City Center, effective January 1, 2016 with an annual salary of \$24,693
- (2) Rachel White, *from* Classified II, Admissions and Records Clerk *to* Classified III, Admissions and Records Clerk – Vernon Campus, effective January 1, 2016 with an annual salary of \$23,615

C. Resignation

- (1) Jessie Dickerson, Classified II, Financial Aid Processor/Loan Clerk – Vernon campus, effective January 22, 2016

Closed Session: Mr. Ferguson made the motion, seconded by Mr. Brints to go into closed session at 12:25 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. Pennington to reconvene at 1:10 p.m. in open session. The motion carried unanimously.

Action – None

There being no further business Dr. Smith adjourned the meeting at 1:12 p.m.



Dr. Todd Smith, Chairman


Mrs. Vicki Pennington, Secretary