

# MINUTES

Regular Meeting

## BOARD OF TRUSTEES

Vernon College

March 12, 2014

The Board of Trustees of Vernon College met on Wednesday, March 12, 2014 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. Gene Heatly, 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 Mr. Norman Brints.

Others present were Dr. Dusty R. Johnston, President, and Deans Dr. Gary Don Harkey, Mr. Joe Hite, and Mr. John Hardin, III. Also present were: Ms. Michelle A. Alexander, Director of Institutional Advancement/Executive Director, Vernon College Foundation; Mr. Greg Fowler, Division Chair of Behavioral & Social Sciences; Mrs. Betsy Harkey, Director of Institutional Effectiveness; Mrs. Melissa Elliott, Director of Financial Aid; Mrs. Haven David, Director of Human Resources; Mr. Chris Bell, Director of Campus Police; Mrs. Christie Lehman, Coordinator of Marketing & Alumni Relations; Mrs. Mindi Flynn, General Ledger Accountant; and Ms. Mary King, Administrative Secretary to the President. Guests present were Mr. Mitch Grant, from City of Vernon and Ms. Terry Long, 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 Mrs. Rogers to approve the Consent Agenda containing the *Minutes of the February 19, 2014 Board of Trustees Regular Meeting* and the *President's Monthly Travel Expense Report*. The motion carried unanimously.

### Action Item A

Mrs. Mindi Flynn presented the *Financial and Investment Reports as of February 28, 2014*. Mr. Holt made the motion, seconded by Mr. Ferguson to approve the report as presented. The motion carried unanimously.

### Action Item B

Mr. Heatly made the motion, seconded by Mrs. Rogers to approve the *Room and Board Rates for 2014-2015* as presented by Dr. Johnston as follows:

<i>Fall</i>	<i>\$500 room</i>	<i>\$1377 meal plan</i>	<i>\$1877 total room and board</i>
<i>Spring</i>	<i>\$500 room</i>	<i>\$1433 meal plan</i>	<i>\$1933 total room and board</i>
<i>Summer</i>	<i>\$200 room</i>	<i>no meal plan</i>	

The motion carried unanimously.

### Action Item C

Mr. Ferguson made the motion, seconded by Mr. Heatly to approve the *Proposed Tuition and Fee rates for 2014-2015* as presented by Dr. Johnston with an increase of \$10 for institutional service fee at Century City Center, Skills Training Center, and Internet courses. Waive the tuition and institutional service fees for high school dual credit Wilbarger County residents, and delete the application and graduation fees effective 2014 fall semester. The motion carried unanimously.

### Action Item D

Mr. Holt made the motion, seconded by Mrs. Rogers to approve the *Tax Abatement Request from Fikes Wholesale, Inc.* in accordance with the Vernon College and City of Vernon tax abatement policy, guidelines, and schedule as presented by Dr. Johnston. Mr. Mitch Grant was available for questions. The motion carried with Mr. Ferguson voting against.

Public Comment – No one was present to make comments.

### President's Report/Board Discussion Items

Enrollment update – Dean Hite presented the Enrollment Report and Comparison for December Mini-Term, Fall II 8-week, Spring 16-week, and Spring I 8-week. The headcount was 3,361 and contact hours were down less than 1%.

Wichita Falls Chamber meeting update – Dr. Johnston made a presentation at the Wichita Falls Chamber Executive Board meeting to set the stage for the Branch Campus Maintenance Tax. It was a very positive meeting and presentation was well received. Prior to the meeting, he sent the members written comments and other information about the College and proposed tax. Mrs. Dee Ann Martin, member of the Vernon College Foundation Board of Directors, was present to support the College.

Skills Training Center Update – Dr. Johnston stated no additional properties have been looked at since the last meeting.

Foundation On-Line Auction update – Mrs. Christi Lehman reported the College's on line auction was a success with great participation from both Vernon and Wichita Falls communities and businesses. The money raised is matched one to one by the Vernon College Foundation and then allocated to College departments through a mini-grant process.

Student Success Data Fact – Mrs. Betsy Harkey shared a handout listing the Key Performance Indicators of Accountability Benchmarks (KPIAs). She noted that the Student Success by the Numbers Committee approved the KPIAs at their last meeting. The Budget Revenue and Expenditure Benchmark is the most current comparison with the IPEDS (Integrated Postsecondary Education System) Data Report showing Vernon College at or below the Small College Group total of the average core expenses per full-time equivalent enrollment by function for the 2011-12 academic year.

Dr. Johnston presented the Upcoming College Events:

- (1) Phi Theta Kappa Induction – Thursday, April 10, 2014 – 7:00 p.m. Skills Training Center
- (2) Board of Trustees meeting – Wednesday, April 16, 2014 – 11:30 a.m.
- (3) Vernon College Foundation Board meeting – Thursday, April 17, 2014 – 10:00 a.m. Vernon Campus
- (4) Easter Eggstravaganza – Thursday, April 17, 2014 – 5:30 p.m. Vernon Campus
- (5) Scholarship Banquet – Tuesday, April 22, 2014 – 5:30 p.m. Colley Student Center, Vernon Campus
- (6) Honors Convocation – Thursday, April 24, 2014 – 6:30 p.m. Region 9, Wichita Falls, TX
- (7) Softball and Baseball Game Days – Saturday, April 26, 2014 – 1:00 & 3:00 p.m.
- (8) Sports Banquet – Monday, May 5, 2014 – 7:00 p.m. Wilbarger Auditorium, Vernon, TX
- (9) Commencement – Saturday, May 17, 2014 Wilbarger Auditorium, Vernon, TX
- (10) RN Pinning – Saturday, May 17, 2014 Wilbarger Auditorium, Vernon, TX

Other Board Comments/Discussion -

Graduation – Dr. Johnston reminded the board of the recent discussions about the proposal to have two graduation ceremonies. One ceremony at 10:30 for all non-ADN (Associate Degree Nursing) students; another at 1:00 or 1:30 for the ADN students, followed by a break, and then the Pinning Ceremony. This will help divide the crowded auditorium. Details are not ironed out yet for the two ceremonies. Any input for any other ideas is appreciated.

Election – Dr. Johnston reported that the Board of Trustees Election scheduled for May 10 will be cancelled since only one candidate signed up for each of the two positions. Mr. Norman Brints will hold his seat of 12 years. Anne Spears is the sole applicant for the second position to replace Gene Heatly who has also served on the board for 12 years. An official motion will be required at the April meeting to cancel this election.

July Retreat – Dr. Johnston mentioned he was open to any topics the board would like to suggest for the July retreat.

Campus Grounds – Dr. Johnston stated the grounds will not look as pretty and green as in summers past due to no rain and water restriction. The interior quad will continue to be watered and kept green with well water.

Student Activity – Mr. Hardin, III responded to the question from Mr. Ferguson about the flags around in the quad stating that the purpose was for safety awareness week prior to Spring Break. Each flag represents a pledge from students to be safe over the break.

Mrs. Pennington mentioned for those that did not know that Anne Spears is the daughter of the College's late English Instructor Dr. Jim Farber.

Mr. Ferguson asked all to remember Jimmy Hamilton long time instructor and board member who recently passed away. Dr. Johnston stated that the college donates \$50 to the foundation's scholarship fund in honor of those faculty and staff that have passed on. In some instances, as for Mr. Hamilton who was a long time instructor and board member, flowers are also sent.

Mr. Holt noted the increase in financial aid at Vernon College and Dr. Johnston reported over \$16 million per year in financial aid are received by VC students.

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

Dr. Johnston presented the Minutes from Vernon College Faculty/Staff/Student Organizations:

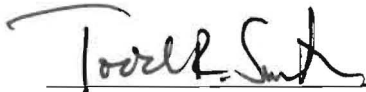
- (1) Vernon College Student Forum
- (2) Student Government Association

Personnel –

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

- A. Resignation
  - (1) Earl Cofer, Custodial Technician – Century City Center, effective February 23, 2014
  - (2) Joanna Van Sant, ADN Instructor – Century City Center, effective May 17, 2014
- B. Retirement
  - (3) Darlene Kajs, Director of Cosmetology – Vernon/Century City Center, effective August 9, 2014
- C. Consider Reappointment of Faculty for 2014-2015
  - (1) Faculty Reappointments
  - (2) Faculty (pending completion of probationary period)
- D. Consider reappointment and/or Extension of Administrative Staff and Classified Staff for 2014-2015
  - (1) Administrative Staff Reappointments
  - (2) Administrative Staff (pending completion of probationary period)
  - (3) Classified Staff
  - (4) Classified Staff (pending completion of probationary period)

There being no further business Mrs. Pennington made the motion, seconded by Mr. Holt to adjourn the meeting at 12:35 p.m. The motion carried unanimously.



Dr. Todd Smith, Chairman



Mrs. Vicki Pennington, Secretary