

**This monthly report is intended to provide the Vernon College Board of Trustees, Vernon College Foundation Board members, as well as college faculty and staff, with updated information regarding significant college activities, issues, and accomplishments.**

### **College Governance – Dr. Dusty R. Johnston**

- The Board of Trustees conducted the annual board retreat as well as the regular monthly meeting on July 20 at the conference room at Skills Training Center in Wichita Falls. The retreat agenda included discussion in regard to business office position realignment caused by the elimination of the Associate Dean of Administrative Services position formerly held by Bob Bolton, a thorough review and explanation of the monthly financial report to provide additional information for board members, and a brief discussion of future plans and efforts of the Vernon College Foundation. Primary discussions during the regular meeting included the third draft of the 2011-2012 budget and information about the tax appraisal and tax rate for the upcoming year.
- In addition to the meetings, Vernon College hosted a luncheon inviting our Midwestern State University parties for food and fellowship since the meeting was in Wichita Falls. The group included MSU administration and board members including Dr. Jessie Rogers. Also included were Vernon College board members, administrators, and Vernon College Foundation board members. After lunch, the group was given a tour of the recently renovated Skills Training Center.
- Vicki Pennington, Todd Smith, and Dr. Johnston attended the Governance Institute for Student Success recently. The focus of the institute was to provide trustees and presidents the opportunity for time and information to work together to develop an institutional agenda to achieve the needed increases in student attainment and completion. It was a very informative conference which provided a large number of ideas and practices to consider which can enhance student success.
- The administrative team has accomplished a final review of the 2011-2012 budget. The budget will be recommended to the board for approval at the regular meeting on August 17. The effective tax rate will also be recommended. The effective rate calculates to be .2234/\$100 as compared to last year's rate of .2267/\$100. Although, Vernon College absorbed just over \$1million for group insurance and employee retirement funding that was lost in the last legislative session, the recommended budget is a good budget balanced with budget reductions and increases in tuition and fee revenues.
- The bid specifications for the renovation at Century City Center continue to be finalized. The bids are expected to be finalized in September so renovation can be started in October. The price of such extreme progress at CCC may be some noise and other disruptions. The contractors will be as careful as possible, but the demolish stage must happen early on so the project can move forward.

### **Instruction – Dr. Gary Don Harkey**

- Newly hired personnel within Instructional Services include **Tanya Campbell Beauregard** (ADN instructor) and **Amber Beckham** (English instructor).
- Student traffic has been increasing in the CSA offices as the fall semester draws near and student seek advising from faculty regarding the fall course schedules.
- Special Services Coordinator **Deana Lehman** recently attended the National AHEAD Conference in Seattle, WA.
- **Roxanne Hill** and **Dr. Gary Don Harkey** recently attended the SACS/COC Conference in Fort Worth.
- Tech Prep Director **Romona Vaughn** recently attended the CTAT Conference and Tech Prep Directors meeting in Dallas.

### Student Services/Athletics – John Hardin, III

- Student Services- preparing for August Registration
- Student Relations- covering all NSGA's and totaling year end recruiting efforts
- Housing- Fall 2011 move in August 18-21, Volleyball move in August 5-7, any out of state or long distance students may move in August 15 or 16 for on-site registration if needed
- Softball- field preparation begin off season August 18
- Baseball- set up of new field house, completing roster
- Volleyball- athletes report Aug 5 – two a day workouts begin
- Rodeo- stall and practice facility upgrades in process
- Student Activities- Sjhonton Fanner back on campus August 1 – VISD bridge program tour August 10
- Security- monthly security camera operations test operating well
- Counseling- Heavy fall advising, NSGA's filling up
- Testing- High volume Accuplacer testing

### Admissions, Records & Financial Aid/Registrar – Joe Hite

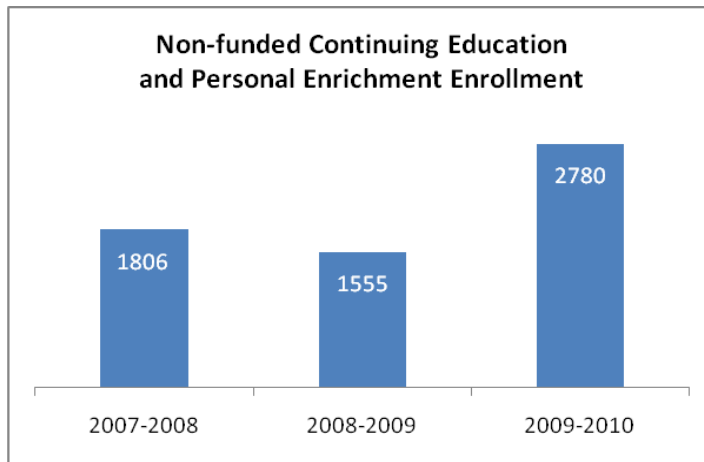
- Submission of Pell, Direct Loan and Title IV program disbursements
- Currently issued 2,716 student financial aid award letters for 10-11
- Continued packaging of 10-11 financial aid applications
- Processing 11-12 FAFSA applications
- Completed and certified Texas Equal Opportunity Grant (TEOG) report
- TEXAS Grant EOY report completed and certified
- Working on QEP projects
- Posting 11-12 athletic and academic scholarships
- Submitted and certified CBM001 and CBM004 for Summer I.
- Walk-in registration and late registration for Summer II.
- Moved Summer I grades to transcripts.
- Processing degree audits for August graduation
- Continuation of application processing and mailing Admission Status letters
- Completed re-write of Degree Audit POISE catalog file for 11-12
- Scanning admissions documents into Docubase for advisors and CSAs
- Phone counseling with students concerned about completion of degree requirements
- Conduct Summer on-site registrations at Vernon Campus and CCC
- Fall semester for Campus Connect (online) Registration is open
- Summer Continuing Education registrations (Kid's College in full swing)

### Finance/Administrative Services/Physical Plant – Garry David

- **Business Offices** – After 34 years, Lois Jablonski retired at the end of July. We'll all miss her smiling face. Mindi Flynn has been selected to take Lois's place and is hard at work learning her new responsibilities. The auditor's have given us their preliminary needs list and we're pulling all of that together.
- **Book Stores** – Both stores working fast and furious to get all of the Fall books in, marked and shelved.
- **Facilities** –
  - **Wichita Falls** – Opened bids to add additional parking lot entries, rework the Northwest entry and add sidewalks. Work should start in the next week.  
Recaptured some space in the 700 area to provide additional office spaces.  
Working on converting the small classroom at the front of Skills to a student lounge.  
We received 18 applications for the Director of Facilities position. Should start interviewing next week.
  - **Vernon** – Repaired several areas of sidewalks to eliminate trip hazards. Also added a non slip coating to a large portion of sidewalks to eliminate slippery surfaces when they get wet.  
Work should start next week on adding acoustic clouds in the Colley Student Center to eliminate a lot of the echo and make the space more usable for large gatherings.

## College Effectiveness – Betsy Harkey

- The College Effectiveness Committee is moving to Blackboard 9.1! During the past year, the College Effectiveness Committee has used Blackboard to house documents such as meeting agendas, minutes, assessment and reports, annual action plans and other resources. It provides one stop shop access as well as avoids numerous emails each month. As part of the move to the new Blackboard 9.1, Betsy Harkey has been transferring the documents from Blackboard 8. All should be up and running for the College Effectiveness meeting on August 2.
- The College Effectiveness part of our new web site continues to be enhanced. Please send Betsy suggestions for items to include in this area.
- In an ongoing effort to share Key Performance Indicators of Accountability data please note the following charts.
  - Congratulations to Continuing Education and Personal Enrichment who showed a tremendous growth in unduplicated enrollment for the 2009-2010 academic year.



- The KPIA for high school graduates from our service area who chose Vernon College is gathered by the Texas Higher Education Coordinating Board. More details can be found on their website at <http://www.txhighereddata.org/Interactive/HSCollLinkFilters/HSGradEnrolByCountyDistrictSchool.cfm>

**Percent of College Bound Graduates from 12 County  
Service Area High Schools who chose Vernon College**

Fall 2008	Fall 2009	Fall 2010
28%	30%	28%

## Institutional Advancement – Michelle Alexander

- LeAnn Jordan attended the week-long CASE Institute for Advancement Services
- Work continues on the implementation of the Raiser's Edge software
- Work continues on the new President's Annual Report

## Quality Enhancement – Criquett Lehman

- The goal of the Vernon College Quality Enhancement Plan (QEP), named [VConnected](#), is to increase student learning through improved engagement by fostering an environment of collaboration and connectivity between students, faculty, and support personnel. Contact me to learn how you can be connected!
- The VC Innovation Center (VCIC) provides technology learning and support, where all faculty and staff members can comfortably experiment with instructional technology. VCICs are located at each of the Vernon College campuses. Visit our [website](#) for more information.
- 2012-13 VConnected team members (pilot projects) will be selected this semester – start working on your project today!

- The Survey of Entering Student Engagement ([SENSE](#)) is an assessment tool to help VC discover why some entering students persist and succeed and others do not. SENSE allows colleges to learn what is working—and what needs improvement—in their intake processes and students’ earliest classroom experiences with the goal of improving entering student retention and outcomes. VC will administer the survey September 12-23, 2011 and results will be reported the following Spring semester.
- Student Engagement Data Fact: [CCSSE/SENSE Benchmark Data Comparisons](#) (2011 CCSSE survey results will be reported next month)

### **Human Resources – Haven David**

- **Personnel Actions -**
  - Hired for August – Travis Rose-Assistant Baseball Coach/Residence Hall Assistant, Amber Beckham – English Instructor – CCC/Vernon
  - Transfer for August – Mindi Flynn to General Ledger Accountant - Vernon
  - Resignations for July – Nathan King, Ruby Yvonne McWhorter
  - Resignations for August – Monica Gomez, Ian Yeung
- Conducted interviews for Assistant Baseball Coach, English Instructor, General Ledger Accountant, A D N Instructor and Temp Custodian
- Accepting applications for Library Associate, Staff Accountant, and Biology Instructor
- Screening applications for Director of Facilities – Wichita Falls
- Annual Benefits Enrollment ended August 5th

### **DRJ Comments –**

- I am looking forward to another busy, hectic, but exciting year at Vernon College. I want to reemphasize my commitment to student success. The Academic Advising Task Force and the Retention/Completion Task Force has given us ideas, practices, and processes to continue to implement to help us meet this commitment. As we continue forward with our eyes focused on student success, I challenge each employee to think in terms of what they do can be improved to have a positive impact on student success.
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