

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, President

- There continues to be positive conversations with David Farabee about the Branch Campus Maintenance Tax (BCMT) opportunity. A steering committee of eight interested Wichita County residents has been assembled. The first steering committee meeting took place June 5 to update the committee about the process and the status of the feasibility study. The meeting could not have been any more positive. Vernon College staff are working hard on the feasibility study to send to the Texas Higher Education Coordinating Board as a part the BCMT process. We have been in contact with the THECB staff for assistance. The plan is to present the request at the October THECB meeting. The current steering committee members are:

Paul Clark	Rosie Flannigan
Darrell Coleman	Phyllis Cowling
Kolter Lukert	David Barbosa
Henry Florsheim	David Farabee
- A contractor has been selected for the Wichita Falls Community Health Care Clinic. Garry David, Carl Brinkley, and I met with the contractor, Rick Sims (architect), and administrators of the Wichita Falls Community Health Care Clinic on Friday, April 12, 2019 to discuss final renovation plans and timelines. A second meeting was conducted on May 29. Renovation began the week of June 3. The large-scale steel and concrete work will be complete prior to classes starting in August. A small area of the east parking lot will be fenced off for the construction materials, etc. There will be some noise, fumes, and dust during the first few weeks of the renovation.
- Work continues on the draft of the 2019-2020 budget. Due to enrollment fluctuations, total state funding will decrease approximately \$250,000 each year of the biennium. Several budget requests included increases throughout the budget. All expenses and revenue are being scrutinized as we move to the final draft for the July 10 board meeting. The budget currently includes a 1.5% step increase for all employees.
- The LVN program is gearing up for an additional cohort of students in day classes at CCC to begin in August. An additional cohort of students for evening classes at CCC is being planned for the fall of 2020. The LVN program is currently training classes of students in day programs at Vernon, Century City Center, and Seymour.

Instructional Services – Dr. Elizabeth Crandall, Vice President

- **Continuing Education** had three completion ceremonies: Police Academy, Fire Academy and CE Celebration in the month of June at the MPEC in Wichita Falls.
- **Police Academy** celebrated another 100% pass rate and **Dental Assisting** and **Culinary** also celebrated another 100% pass rate.
- **Nina Feldman** attended the TACE board meeting on June 26th where she will serve as the elected secretary for the next two years. Then on the 27th **Nina and Justin Sanders** attended the TACE planning committee meetings in Austin, Texas.
- Our Texas Pathways Coach Dr. Tina Hart is coming to spend a day and a half with the Pathways Team July 22 and 23.
- **Dr. Elizabeth Crandall** attended the TCCIA 2019 Summer Leadership Conference June 9th through the 11th in Irving, Texas.
- **Dr. Elizabeth Crandall and Donnie Kirk** attended the 4th Annual McCabe Conference “Paving the Way to Student Success” on June 28th at Amarillo College.
- **Jennifer Hatley** received International Certification as an advanced SIMS lab programmer. She is now one of 22 people in the world.
- **Mike Hopper** traveled to Austin, Texas on June 24th and 25th for an Impaired driving summit to update his SFST Instruction and License, this was paid for by TX DoT.
- **Shana Drury** attended the TACTE Summer Board meeting in Dallas, Texas on June 19th through the 21st.
- **Mary Rivard and Sharon Cudjo** attended the Texas Nurses’ Association meeting, regarding legal and ethical issues in nursing and nursing education, In Georgetown, Texas on June 6-7.

- **Elisha Wehrwein and Angela Ward** attended a training, in Lubbock, Texas, for the PSL exam which the Texas Department of Licensing will implement on September 1, 2019
- Health Information Management Coordinator, **Ruth Rascon** attended the TxHIMA in Galveston, Texas on June 21-26 to receive updates on Federal and Texas laws and requirements in changing mandates with data information in healthcare and skills and competencies.
- **Michelle Downes** delivered Meals on Wheels for Instructional Services on June 5th.

Student Services – Dr. Jim Nordone, Vice President

- **Student Success/Title III Initiatives**
 - Scheduled Chap Express workshops for the 1st and 2nd weeks of fall semester.
 - Began creating an online Chap Express course in Canvas to be offered fall semester.
 - Notified spring semester students of academic probation status and offered advising options.
 - In process of recruiting Peer Mentors; interviews are scheduled for July.
 - Conducted Academic Coaching and Striving to End Probation Status (STEPS) appointments for students enrolled this summer
- **Student Activities/Housing/Student Government Initiatives**
 - Student Government Activities: Art Contest (6/1):
 - Announced winners and contacted them to pick up their prize money.
 - Rotated pictures for display in lounge.
 - Returning art to students who did not win.
 - Had transfer of duties lunch meeting with Student Government members and newly appointed Student Government Coordinator, Century City Center location, Marco Torres (6/13).
 - Continued preparing dormitory rooms for July Catholic Summer Youth Retreat.
 - Continued accepting housing deposits for fall semester.
 - Completed Residence Handbook 2019.
- **Career Services Initiatives**
 - Conducted Career Counseling appointment (6/4).
 - Attended Boss Seminar on “How to be an Effective Leader” (6/5).
 - Conducted Career Counseling appointment (6/12).
 - Conducted Resume Building appointment (6/12).
 - Posted Texas Workforce Solutions Welding Job Fair (6/13).
 - Posted Vernon Chamber of Commerce Job Fair (6/17).
 - Conducted Resume Building appointment (6/17).
 - Conducted Career Counseling appointments (6/18).
 - Conducted Resume Building appointment (6/18).
 - Meeting with Mark Holcomb to discuss Machining program updates (6/18).
 - Attended Wichita Falls Chamber of Commerce Job Fair (6/19).
 - Attended meeting to discuss new advisor role for National Society of Leadership and Success (6/24).
 - Conducted Career Counseling appointments (6/25).
 - Attended Ribbon Cutting ceremony for Vernon Dental Group (6/26).
 - Created excerpt on Career Services for New Student Orientation booklet (6/26).
 - Meeting with Alysa from Career Coach (6/26).
 - Posted Social Media Account Manager position to Career Coach Job Board (6/26).
- **General Student Services Initiatives**
 - Continued with “Advising on Demand.”
 - Conducted New Student Orientations at Century City Center location: 6/6, 6/11, 6/20, and 6/26.
 - Conducted New Student Orientations at Vernon (6/4 and 6/20).
 - Participated in Athletic Advising Day (Vernon) (6/12).
 - Created National Society of Leadership and Success Calendars of Events for fall 2019.
- **Admissions, Records, Recruiting, and Veterans Affairs Initiatives**
 - Summer and Summer I classes began on June 3.
 - Onsite registration was held on Vernon campus and at Century City Center for Summer II.
 - Campus Connect (online registration) remained open for students registering for fall 2019.
 - Assisted with the Café con Leche’: Road to College Boot Camp.

- Continued piloting the AdmitMe VC sessions for inquiring students.
- Submitted end of spring semester reports.
- Continued processing student applications' for admission, as well as continued mailing applicable admissions' status letters.
- Processed degree audits for August graduates/completers.
- Continued processing and submitting enrollment certifications for summer, summer I, summer II and fall to the VA for eligible students.
- Continued processing Hazlewood awards for summer terms, and for fall term.
- Submitted probations, suspensions and graduations from spring semester to the VA.
- Submitted spring Hazlewood Report to the Texas Veterans Commission.
- Attended the professional development event BOSS: How to be an Effective Leader on June 5th at the Wichita Falls Country Club.
- Commenced working on the 85/15 report for fall 2018.
- **Financial Aid Initiatives**
 - Continued with the submission of Pell, Direct Loan, and Title IV program disbursements to the Department of Education for allocation purposes.
 - Continued with the processing of 2018 - 2019 and 2019 - 2020 Free Application for Federal Student Aid (FAFSA).
 - June Financial Aid Blog written and posted.
 - Net Price Calculator data submitted.
 - Financial Aid Awareness Days held at the Vernon Campus and Century City Center.
 - Supplemental Educational Opportunity Grant, Federal Work-Study, and Texas Work-study programs reconciled.
 - Compiled fall 2015 Student Right to Know statistics.

Finance/Administrative Services/Physical Plant – Garry David, Vice President

- **Business Offices**
 - TiSierra White and Malinda Fleming delivered Meals on Wheels.
 - Christie Lehman and Mindi Flynn have been working with POISE and Texas Book Company to get ready for the bookstore conversion.
 - Mindi, Shannon and the boys “officially” welcomed Saydi into their family.
- **Bookstores**
 - Returning books and preparing for transition to Texas Book Company
- **Facilities**
 - Wichita Falls
 - Weekly mowing and landscape at CCC and STC.
 - Repairing lights at CCC and STC.
 - Installed new chlorine generator on the pool system at CCC.
 - Repaving the west parking lot at CCC.
 - Restriping the entire west parking.
 - Painted the walls inside of the machining lab at STC.
 - Vernon
 - Ray Carr and Paul Frommelt have the Rodeo barn “in the dry” and electricity hooked up.
 - Ray made repairs to the Baseball top dresser and mower.
 - Joey Lama and his crew have the floors in the dorms refinished and are cleaning the rooms.
 - Steven Kajs has cleaned the AC units and patched and painted walls in the dorms.
 - Lyle Bonner and Ray began work on the baseball indoor batting cages.
 - Lyle restriped handicap parking spaces at the Chaparral center and King center.
 - Sound proofing insulation was added in the walls between classrooms in the Sumner bldg.
 - The ADA showers in the dorm were renovated.
 - Jim Anthony and the grounds crew have kept the grounds looking really good in spite of the lack of rain.

College Effectiveness – Betsy Harkey

- **SACSCOC –Substantive Changes**
 - Notification approval was received from SACSCOC for Sheppard Learning Center closure as a site offering 25-49% of a program effective July 1, 2019.

- Approved through Vernon College process and waiting on SACSOC response:
 - ✓ Paramedic Program Certificate reactivation
 - ✓ Wichita Falls ISD Career Education Center as a dual credit site offering 25-49% of a program
 - ✓ Closure of Administrative Office Technology program
 - ✓ Barber, Level 1 Certificate
 - ✓ Dental Assisting, Level 1 Certificate
 - ✓ Medical Assisting, Level 1 Certificate

- **Data Update –**

- Thank you to the Student Success Pathway team of Kelly Peterson and Sjhontont Fanner for presenting the **Student Success Data Fact** to the Board of Trustees in May. Also thank you to Dr. Johnston for reviewing the Texas Higher Education Coordinating Board Annual Almanac at the June meeting.
- June has been a busy month for data. Projects include ten years of various enrollment data as well as sorting from POISE for a Summer Snapshot. The goal is for the projects to be concluded soon.

- **Congratulations to all for a successful SACSCOC Reaffirmation of Accreditation.** There were lots of big smiles and sighs of relief after Dr. Johnston received the positive phone call from Dr. John Hardt, SACSCOC Vice President. (We should receive the official letter in a few weeks.) I (Betsy) received a fun call from Dr. Hardt a few days later. He and the SACSCOC On-site Review Team were very complimentary of Vernon College including, but not limited to, our faculty, staff, and administration as well as our processes and assessment to ensure we meet the mission of the College. It is beyond wonderful to be recognized by our peers as a great institution!

Institutional Advancement – Michelle Alexander

- Callee Serrano is working on moving old donor files into RENXT.
- The Wichita Falls Long Table Farm to Table dinner was held at Fox Hill on June 3.
- June 1 was Blackberry Day at the Wichita Falls Farmers' Market. Twenty-five large cobblers were served as samples and more than 2,500 came to the market that day.
- Summer family programming started each Tuesday/Thursday at the Wichita Falls Farmers' Market at 11 am
- Chef Chris Mujica prepared dishes at the Vernon Farmers' Market for Blackberry Day on June 8
- Wichita Falls Farmers Market bike rack reveal was held on June 6th
- The Vernon Farm to Table dinner with Chef Chris Mujica was held at the Red River Valley Museum on June 8
- The Wichita Falls Farmers' Market *Market to Menu* event featured local samples from 3 area chefs June 15
- Monica Wilkinson presented at the Texas Rural Challenge Economic Development Conference in New Braunfels, June 16 – 19.
- Monica participated in the Wilbarger General Hospital's Health Fair, June 20
- The Vernon Farmers' Market *Market to Menu* event was held on June 22
- Chef Tagan Couch prepared dishes for the Wichita Falls Farmer's Market Blackeyed Pea Day on June 29

Marketing – Holly Scheller

- Attended and took pictures at all the graduation ceremonies in the month of June. Edited the photos to upload to Facebook Album.
- Continued to work with the taskforce to create a new website for the college. Home page and landing pages have been designed and edited. Now we are tweaking and look at specific pages for content.
- Worked with enrollment workgroup to carry out the objectives approved by Dr. Johnston.
- Published smart catalog and edited the printed resource guide.
- Edited the nontraditional program video.
- Created ads for enrollment boost to post on social media.
- Unveiled the new VC bike rack in downtown WF.
- Continue to pull ideas for Presidents Report to be released this October.
- Froze the 18-20 catalog for upload to the VC website.

Quality Enhancement/Professional Development – Dr. Donnie Kirk

- **“*Success through Inquiry*” Quality Enhancement**
 - **IBL-QEP 101 Leadership Training.** Members of instructional leadership are piloting IBL-QEP 101, the *Success through Inquiry* Faculty Development course. Summer enrollees include Dr. Elizabeth Crandall, Shanna Drury, Joe Johnston, Greg Fowler, Paula Whitman, Mark Holcomb, and Mary Rivard. Initiated on June 10, successful completers will have an inquiry-based learning implementation plan (IBLIP) ready to apply in their Fall 2019 courses. In addition, as instructional leaders—this group will be ready to mentor and assist faculty in QEP implementation efforts as well. Course facilitators are Dr. Brad Beauchamp, Dr. Donnie Kirk, and Roxie Hill.
 - **SENSE Fall 2019 Term Update.** The Survey of Entering Student Engagement (SENSE), a product and service of the [Center for Community College Student Engagement](#) (CCCSE), will be administered in select “first-year” courses during the Fall 2019 term. In essence, the SENSE helps community colleges discover why some entering students persist and succeed while others do not. In June 2019, Linda Haney prepared the Fall 2019 master course file (CSF) for CCCSE inspection. CCCSE processed the file, randomly selected course sections for survey administration, and thus returned the list in June 2019. With the sample list received, Donnie Kirk confirmed to CCCSE that Vernon College will move forward with the SENSE survey administration in classes listed within the CCCSE sampled list. Access the [SENSE](#) for more information about the survey!
- **Vernon College Professional Development**
 - **NISOD Group Watch Webinar Series Launched June 06.** Led by community and technical college leaders and other experts in the field, NISOD webinars enable faculty members to conveniently learn about best practices and cutting-edge research related to effective teaching. Vernon College Faculty assembled to view and discuss two webinars in June including “*Everyone Communicates, But Few Connect: Effectively Engaging Today’s Learner*” (June 06), and “*The New Science of Learning: Teaching that Promotes Student Success*” (June 26). “*When the “A” Student Checks Out: The Art of Recognizing and Responding to Self-Sabotage in Our Classrooms*” and “*Building a Teacher’s Toolkit and Implementing Practitioner Research*” are scheduled for July. [Sign-up required!](#)
 - **Vernon College Department Spotlight!** June Spotlight: SPCH 1315 with Donnie Kirk, Speech Instructor, Department of Communication. Staff assembled on both June 24 and July 01 to listen to student speeches in Donnie Kirk’s summer speech class. Participants saw paired informative speeches on June 24 and a group community service project presentation on featuring the Faith Mission on July 01. On each date, Dr. Kirk explained how the SPCH 1315 course is student-success driven, aligned with student support services, supports core assessment procedures, and is aligned with the current QEP initiative.

Human Resources – Haven David

- Personnel
 - Hire:
 - Duane Easter – Maintenance Specialist, WF (May)
 - Christopher Rivard – Machining Instructor, STC (June)
 - Brianne Bates – Coord. Of Community/Recreational Services, WF (July)
 - Reisa Johnston – LVN Instructor, WF (July)
 - Resignation:
 - Seth Hughes – Coord. Of Community/Recreational Services, WF (June)
 - TiSierra White – Classified III, Bookstore – Vernon (June)
- Accepting applications for EMS Program Coordinator, ADN Instructor and LVN Instructor.
- Interviewing for Campus Police, CCC in July.
- Final Draft of 19-20 Employee Handbook ready for Board review/approval.

ERP/SIS/Cybersecurity – Ivy Harris

- **ERP/SIS**
 - Submitted additional demographic data to U4SM
 - Continued configuration discussion with U4SM

- Attended the update meeting with Howard College with U4SM representatives
- Advised the Implementation Team of updates throughout the month
- **Cybersecurity**
 - Continued screen visibility audits in the Osborne Administration Building
 - Distributed the “Stay Smart, Be Safe” campaign graphics on the Vernon Campus and Century City Campus
 - Continued to educate the faculty and staff on new email procedures
 - Coordinated cybersecurity measure for email security
 - Attended the monthly Cybersecurity meeting to ensure Title IV compliance

DRJ Comments

- I want to thank all employees for their part in the successful outcome of the SACSCOC reaffirmation process. The phone call from Dr. Hardt on June 13 only validated to me what an effective, efficient, and student-oriented institution Vernon College is. I fully understand it is because Vernon College faculty and staff work hard every day. I do appreciate each of you.
- As usual, the summer is flying by fast. I am looking forward to seeing everyone at the Fall Kickoff on Monday, August 19 at Century City Center. A final agenda will be sent to all very soon.
- Regular campus office hours begin Monday, July 30. Faculty return and the all-employee professional development day is Monday, August 19. Onsite registration is August 20-22. Classes begin Monday, August 26.
- Please contact me with any input or questions at:
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