

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

- The Vernon College Board of Trustees conducted a board retreat and a regular meeting on July 12 at Century City Center. Retreat topics included:
 - Tour of Century City Center
 - Review items from 2023 Board Self-Reflection survey
 - Board policy review
 - Participation in National Associations/Conferences
 - Operations
 - Colleague ERP/SIS Update—Roxie Hill and others
 - Update on new Community College Finance Model—Dr. Johnston
 - 2023-24 draft budget review
 - Tax Rate Review
 - Effective rate—“no new revenue tax rate”
 - Roll back rate—“voter-approval rate”
 - Tax Levy

The regular meeting including consideration and approval of:

- Handbook/Manual updates
 - I.S.D Contracts
 - Emergency Operations Plan update and addition
 - Nidhihotels, LLC tax abatement application—this resulted in a tie vote due to an abstaining vote and will be reconsidered at the August 9 meeting.
- 2023-2024 Budget draft 4 was thoroughly reviewed and discussed. The current estimate from the performance funding model passed in the recent legislative session have significantly helped Vernon College. The past two years, Vernon College received \$5,742,430 per year in state funding. The estimate for the next two years is over \$8 million per year. Several expenses have been reduced or eliminated and other changes have been implemented. We have estimated tuition and fee revenue on actual 2022-2023 tuition and fee revenue as enrollment is hard to estimate for next year. With increased state funding, draft four is balanced at this time. There may be addition small changes prior to approval in August. Draft four tax revenue is based upon the estimated effective “no new taxes” rate. Draft four includes the following expectations:
 - Conservative estimate of tuition and fee revenue
 - 3.0% increase in compensation for all employees
 - No reduction from 2022-2023 level of funds for repairs, remodeling, maintenance, or contingency
 - One additional position in the Admissions/Records department to assist with all processes and increased state expectations
 - Year three of the five-year cost of the new ERP/SIS—Ellucian Colleague
 - \$500,000 from savings/reserve to pay toward the Ellucian/Colleague cost
 - Funding for faculty professional development travel
 - Funding for instructional technology
 - Funding for distance learning technology
 - Funding for information technology equipment
 - The Vernon College Board of Trustees approved the issuance of employee contracts for 2023-2024. The salaries include a total of 3% increase in compensation for all employees.

- The Director of QEP position has been updated and revised to the Assistant Director of Assessment, Planning, and Effectiveness. The job is currently posted and will be filled as soon as possible. Please share with all interested parties.

Instructional Services – Shana Drury, Vice President

- Criquett and I submitted the Texas Pathways Scale of Adoption Self-Assessment and had an interview on July 7
- Congratulations to Rachel White and her team for a successful Priddy Foundation proposal of \$160,000!
- Met with Vernon ISD regarding CTE dual credit opportunities, June 28
- SACSCOC 1st drafts
- 23-24 updated syllabi have been posted to website (Thanks to Zach and Bettye)
- PASS Center grants approved:
 - J.S. Bridwell Foundation: \$20,000
 - Bryant Edwards Foundation: \$8,000
 - Fain Foundation: \$2,500
- VC LVN program and URHCS presented their Apprenticeship program to the BON on July 20 featuring an LVN student. This collaboration is the only one in the state of Texas where both parties are taking advantage of the program. The ADN program will be next.
- Distance Ed:
 - Attended Diving Deep into Canvas Admin Analytics webinar
 - Attended Empty Bowls Steering Committee meeting
 - Attended Canvas South and West Summer Regional Webinar
 - Added Summer 2 students to Canvas database
 - Presentation: Getting Started with Canvas on the VC Orientation tour
 - Presented Getting Started with Canvas to students during New Student Orientation at CCC
 - We have 100% participation with Summer 2 faculty in Canvas, all courses are published with student enrollments
 - Attended InstructureCon 2023 Conference
 - Successfully converted students from 2018 through the end of June from old POISE ID's to new Colleague ID's in Canvas to prepare for the SIS integration. There were approximately 11,000 student accounts to convert.
 - Met with Yuja rep to discuss new features and resources
- Centers for Medicare & Medicaid Services (CMS) lifted COVID vaccination requirements. Great news for our allied health programs!
- Mindi, Criquett and I worked on Draft 4 of the budget.
- Meeting with Colleen, Maria, Criquett, and Kelly to iron out processes and practices regarding Colleague.
- Criquett and I had a Pathways interview regarding Scale of Adoption on July 7.
- Working on Staff and Faculty Development agendas.
- Stephanie Humberd, EMS Coordinator, was the James O. Page Award recipient for this year from the National Association of EMS Educators (NAEMSE). This award pays for her to attend the NAEMSE Symposium in August (registration, hotel, airfare).
- Ms. Humberd applied to the EMS Regional Advisory Committee (RAC) and received \$1995 to purchase three Simulaid water rescue manikins, 1-Adult, 1-Adolescent, & 1-3-year-old. These manikins will allow the student to experience pulling a patient from a pool or tub and the proper steps to conduct quality CPR.
- Culinary Academy held an open house, July 19, 6pm-8pm, Burkburnett
- Colleague chaos
- Continuing Education had a very successful audit conducted by NATCEP regarding CNA. Great job!!
- Bettye submitted the Perkins grant for 2023-2024
- Registration meeting regarding onsite/final registration Aug. 9th-10th
- Attended DEEP Partnership (dual credit) meeting along with the WFISD and Texas Success Center

Student Services – Dr. Criquett Chapman – Vice President

Highlights of

- July 3 & 5 – Summer 2 schedule changes
- July 4 – Vernon College Admissions was at Freedom Fest
- July 6 – Chaparral Orientation held in person at CCC – 16 attended
- July 10-12 – Maria Servin and Colleen Moore attended the TACRAO conference
- July 14 – Criquett Scott Chapman, Colleen Moore and Maria Servin attended the DFW International Advisors Forum
- July 17-19 – Mark Cisneros and Christian Ford attended the Texas Pathways Leadership Academy
- July 24-27 – Delilah Fowler attended the National Small College Enrollment Conference
- July 27 – Chaparral Orientation held in person at Vernon
- July 29-30 – Volleyball moved in to the dorms
- July 31 – Surgical Technology license testing
- Admissions has processed over 900 applications in POISE and Colleague
- Tours: CCC – 6 and Vernon – 2
- Certifying Summer 2023 graduates
- VC Financial Aid has been selected by the Texas Higher Education Coordinating Board to participate in the Negotiated Rulemaking Committee on Texas Educational Opportunity Grant (TEOG) in August
- Fall 2023 Financial Aid Priority Deadline Statistics – received 2367 unduplicated FAFSA's and have delivered 1470 financial aid offers – a 63% completion rate (higher than previous years)
- Continued Colleague Training for all Student Services Departments

Upcoming:

- August 2 & 3 – Summer finals
- August 9 – Vernon Campus onsite registration
- August 10 – Century City Center onsite registration
- August 14 – Professional Development in Vernon
- August 15 – Welcome back ice cream party at the dorms
- August 16 – Classes begin
- August 16 – Dorm orientation in the gym
- August 16-18 – Schedule changes
- August 18 – final payment deadline

Finance/Administrative Services/Physical Plant – Mindi Flynn, Vice President

Business Offices

- Mailed Depository Bid requirements to all local banks in accordance with board policy and procedure. We received one response back from Herring Bank and will recommend to the board we extend our contract with them for another two years.
- Attended a Truth in Taxation seminar offered at Region IX outlining guidelines to calculate proposed tax rates for 2023-24. The tax rate notice has been posted on all required websites and in the Vernon Record. The board will vote on this rate at the August 9 meeting. The proposed rate, also the no new revenue rate, is .19455 per \$100. This is lower than our current year rate.
- Renewed our insurance policy for 2023-24 with TASB risk fund.
- Finalized order with Core Displays to replace our digital billboard in Vernon.
- Responded to one Public Records Request from SmartProcure.
- We continue to work with Herring Bank to keep our accounts secure. There has been an uptick in fraudulent activity this year, therefore we are communicating with Herring Bank daily to track and monitor all items clearing the bank. The hold on our account will expire July 31 but we will continue to monitor it very closely.
- Participated in ongoing ARCR training with Ellucian consultants. Also, conversations continue with Herring Bank and also with FA-Links to move forward the business office processes needed to adequately serve students with Colleague.

- Attended Nor Tex Regional Planning meeting in Wichita Falls.
- The final draft of 2023-24 budget is near completion.
- Hired Samantha Samano to replace long time cashier, Rhonda Knox. Samantha came on board mid-July and is doing great.

I.T.

- There have been some internal role changes at RunBiz. Chris Donathon has been promoted to Escalation Engineer and Brian Goss has been promoted to Technical Alignment Engineer. These changes should benefit Vernon college as we see ticket times decrease.
- All internet lines will be checked for connectivity prior to move in dates at the dorm.
- Continuing to replenishment computers on all campuses, as deemed necessary.

Physical Plant

- Interviewed for grounds (Vernon) and maintenance (CCC). Hired Anthony Navarette and BJ Smith. Both will start August 1.
- Replaced three COVID-19 signs at the dorm with “Home of the Chaparral” signs that mirror the design of the new athletic bus.
- The old door frame in CCC-2308 has been taken out and a new wider door has been framed out. Installation of a wider frame will allow for the surgical robot to fit into the area.
- Annual fire alarm inspection was completed and filed in Wichita Falls.
- Repairs were made to the sprinkler system at CCC.
- Quotes have been received for parking lot seal coating at CCC and also for the gym lobby flooring at CCC. Both projects are scheduled to start soon.
- Routine replacing of lights and paint touchups. Lights are being replaced with LED bulbs across all campuses. Ceiling tiles are also replaced as needed.
- Ongoing repairs to HVAC units on all campuses, including replacing a unit at STC in the TDCJ area.
- Mowing weekly and landscaping at Vernon and Skills Training Center.
- Cleaning and sanitizing daily and nightly.

Institutional Assessment, Planning, and Effectiveness – Dr. Brad Beauchamp

- Completed Eligible Training Provider report. This report is always a group effort. Andrea Sanchez, Teri Reese, and Colleen Moore did most of the heavy-lifting.
- Editing/reviewing SACSCOC narratives for fifth-year interim review
- Working on updating KPIAs and IE website pages
- Completed the THECB Licensure/Certification report
- Editing annual planning calendar and assessment calendar
- Working on resolving issues with Student Clearinghouse and Degree Verify
- Brainstorming new template ideas for annual plans and institutional effectiveness plans
- Working on Institutional Effectiveness Plan summaries
- Completed SACSCOC financial profile report for 2023
- Formatted OTH, HS, and STC files for load into Colleague
- Drafted Transfer Credit file for Colleague

Institutional Advancement – Michelle Alexander

- Callee Serrano participated in various Vernon Chamber of Commerce activities as a member of the Board.
- Callee delivered Meals on Wheels in July
- Callee ran updates to the RE NXT database
- Michelle Alexander and Rachel White met with Dr. Andrea Robledo of the Greater Texas Foundation about our Grant and the technical support received during the grant on July 10.
- Work continues on 2023-2024 Scholarships

Marketing – Holly Scheller

- All 11 digital billboards are up and running in WF
- Heavy broadcast, Hulu, social (IG, FB, TT), and YouTube ads have been running
- The employee handbook has been corrected and is ready to publish through smart catalog

- Ad for the WFISD website banner has been created and will start Sep 1
- Press releases:
 - Stephanie Humberd winning an award
 - LVN and URHCS are joining together for an apprenticeship program
- New CTE booklets have arrived and are stunning (great job on design Tracy Catlin)!!!!
- Signed a contract with KVWC to run ads during live broadcast of games
- The mural and way finding project have been completed! We had a great unveiling in July that made VC look so fancy. ☺
- Downtown Vernon is getting ready to bring an ice rink (Not real ice but super cool) to their downtown Christmas festivities and VC is a sponsor of that!

Quality Enhancement/Professional Development –

- **QEP Highlights**
- **Professional Development Highlights**

Human Resources – Jackie Polk

- Personnel
 - New Hires:
 - Anthony Navarrette, Grounds Technician, Vernon Campus, effective August 1, 2023
 - Bruce “BJ” Smith, Maintenance/Custodian, Century City Center, effective August, 1 2023
 - Reassignment
 - Christie Lehman reassigned to Coordinator of Student Billing from Student Billing Accountant, effective September 1, 2023
 - Resignation
 - Melissa Laussmann- Classified II, Continuing Education, effective July 31, 2023
- Michelle, Margaret, Roxie and I are continuing training with NEOED (HR program) with weekly meetings
- Beginning the process to finalize Summer enrollment changes
- Michelle
 - Continuing to process new employees
 - Mailed out 2023-2024 contracts
 - Summer II load and 12 month overload letters were mailed
 - Have received, scanned and filed ALL evaluations for 2022
 - Purged 2018 - 2019 employee evaluations
- Jackie
 - Working on IEP and Annual Plans
 - Completed 2023-2024 employee contracts
 - Working on 2023-2034 SafeColleges information
 - Employee Handbook revisions completed and approved by the board
 - Sent out Sick Bank enrollment information

ERP/SIS/Cybersecurity – Roxanne Hill

- Colleague Engagements
 - Financial Aid 7/11/23
 - Business Office Student Accounts Receivable 7/17 and 7/27/23
 - Colleague Argos Reporting 7/20 and 7/26 and 7/31/23
 - Registration (CE course setup) 7/13/23
 - Texas State Reporting 7/24-7/27/23
- Herring Bank Connection – In Progress
- FA Links for Texas Book Company – In Progress
- Data Migration – Continuing
- BHA – Final Subroutine Checks for Student Email Generation in Colleague

- Additional Third-Party Connections – In Progress (Watermark SS&E, Parchment, NEOED)
- Final preparations being made for Continuing Education GO LIVE for Fall 2023

Athletics – Jason Jenkins

- HERE WE GO!! Ready or not. Seems like just yesterday we were wrapping up the seasons and now here we are getting ready for the upcoming academic and athletic year.
- The All-American Academic Team was released and Vernon College had 14 student-athletes make various levels.

First Team (4.0 GPA)

- Abbie Bird Softball
- Ty Cunningham Baseball
- Kaylen Kirkhart Softball

Second Team (3.8 - 3.99 GPA)

- Kylar Galmor Baseball
- Cristian Hernandez Baseball
- Trae Kizlinski Baseball
- Reiana Johnson Volleyball

Third Team (3.60 – 3.79 GPA)

- Marten Blijleven Baseball
- Cassandra Cavazos Softball
- Trista Conforto Softball
- Ryan Lawton Baseball
- Maddie Lopez Volleyball
- Loren Morazzano Volleyball
- Carson Shields Baseball

- Baseball has been active on the recruiting trail. Coach McIntosh is excited about his incoming recruiting class. He has 10 returners with a good core of leaders coming back. 20 pitchers will hit the mound for the Chaparrals this fall and look to keep a good number of those for the spring. Defensively we will be better and not even close to what we put on the field last year.
- Volleyball has 18 student-athletes currently on campus. Coach Webb is really looking forward to her first year of being a head coach. She would like to have an assistant but is ready to take this on all on her own. She has one of the better returning classes that Vernon College has seen in a while. The freshmen that she has recruited are also some of the strongest and talented athletes in the state. Good things are going to happen on the court this year.
- Softball will look to have 30 student-athletes on campus this fall. Coach Lipscomb said that she has recruited 7 pitchers and a few others that have the ability to be 2-way players. The returners are led by NEXSTAR Female College Athlete of the Year, Jenna Fabela. She will be contending for All-American honors this spring. Along with her is some other sophomores that are highly driven to return to the post-season. The freshmen coming in are also talented and are going to push for playing time.

DRJ Comments

- I look forward to an exciting and informational 2023 Fall Kick-off on Monday, August 14 and a successful first day of classes on Wednesday, August 16. I am always glad to get a semester started.
- After the semester begins, I will send out information on the annual Leadership Class that I facilitate. I anticipate most of the class will be conducted on TEAMS and Canvas and at least two face to face class meetings this fall. I encourage you to participate and look forward to having you in class.
- Please contact me with any input or questions at:
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