

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

- Board election—All board seats had only one person file for the seat for the May election. When there is an unopposed election, the governing board must meet, accept a *Certification of Unopposed Candidates* and issue an *Order of Cancellation* declaring the election cancelled and the unopposed candidates elected. The *Order of Cancellation* must then be posted on Election Day at each polling place. The board approved this at the March 13 meeting. Ann Wilson and Bob Ferguson will retain their places on the board while Daryl Wolf will be the new board member filling the place vacated by Irl Holt. All three newly elected members will be certified at the May 8 board meeting. That will be Daryl Wolf's first official meeting. Chairperson Bob Ferguson will appoint a nominating committee at the April 10 meeting and new board officers will be elected at the May 8 meeting after the three members are certified. Irl Holt's last meeting will be April 10.
- Associate Degree Nursing Program Accreditation—The Vernon College Associate Degree Nursing Program has been seeking additional accreditation from the Accreditation Commission for Education in Nursing (ACEN). The purpose of the Accreditation Commission for Education in Nursing (ACEN) is to provide specialized accreditation for all levels of nursing education. It is recognized by the United States Department of Education (USDE) and Council for Higher Education Accreditation (CHEA) as a specialized accrediting agency. ACEN Accreditation requires strict compliance with rules and regulations that are more stringent than those required by most state boards of nursing. The on-site visit, to validate the self-study information that was submitted, was conducted February 20-22 on the Vernon campus and at the Century City Center. The Vernon College Associate Degree Nursing program was cited as compliant in all standards by the visiting review team.

The final results of the on-site review and the self-study will be announced in ten to twelve weeks. ACEN accreditation will lead to increased stature for the Vernon College ADN Program and is likely to help in improving recruitment and retention of students. Dr. Mary Rivard, VC Director of Nursing, and the program faculty completed an excellent self-study and facilitated an equally excellent on-site review process. Vernon College is very lucky to have such good leadership and faculty in the ADN department.
- Reappointments—The Vernon College Board of Trustees approved reappointments/extensions of faculty contracts for 2024-2025 at the March 13 meeting. Due to a change in evaluation policy, the board approved in 2017, administrative and classified personnel will be recommended for reappointment at the June meeting.
- Upcoming events
 - Vernon College Theater production—*Who Murdered Who*—April 4-6, 2024—Vernon College Auditorium
 - Board of Trustees meeting – Wednesday, April 10, 2024 – 11:30 a.m. Vernon Campus
 - Vernon College Foundation Board meeting – Thursday, April 18, 2024 – 10:00 a.m. – CCC
 - Honors Convocation – Thursday, April 25, 2024—6:00 pm—MPEC, Wichita Falls
 - Sports Banquet – Monday, May 6, 2024—6:30 pm—Wilbarger Auditorium
 - Commencement – Thursday, May 9--6:00 pm--Kay Yeager Coliseum, Wichita Falls
 - 4:30 p.m. Graduate Check-in—all students
 - 5:30 p.m. Board members, faculty, staff, and students prepare for entrance
 - 6:00 p.m. Graduation – All students
 - ADN Pinning—Friday, May 10, 2024—10:30 am—Wilbarger Auditorium

Instructional Services – Shana Drury, Vice President

- Paula Whitman attended the Texas Success Center Knowledge Development Steering Committee meetings on Feb. 9 presenting her research project to the overall committee.
- Shout out to the Nursing department:
 - Achieved an unofficial 2023 NCLEX-PN (LVN) pass rate of 98.25%.
 - Achieved an unofficial 2023 NCLEX-RN (RN) pass rate of 96.05%.
- Hired Candace Adams for the VISD Health Occupations instructor beginning Mar. 4, 2024.
- Visited Midway ISD with Michelle Alexander and Criquett Chapman regarding dual credit.
- Kudos to Andrea Sanchez for thinking outside the box and working to put Child Development Associate online/hybrid to accommodate 12 counties so that TWC funds can pay for students to attend.
- Allied Health Tour, in partnership with MSU, was conducted on Feb. 23 with the following programs being represented: Medical Assisting (CE), CNA, Medication Aide, Phlebotomy, Patient Care Technician, RN, Massage Therapy, LVN, Dental Assisting, Pharmacy Tech, Surgical Tech, and EMS. Thanks to Sjhontont for spearheading the tour!
- Worked with Brad and Bettye to submit the SACSCOC Substantive Change to delete the credit Medical Assisting program from VC's inventory
- Adulthood Day was held on Mar. 7 at Vernon Boys and Girls Club and VC was well represented by staff from all components
- Working on Faculty Assignment in Colleague
- Watermark Faculty Success module training will start April 1
- March 22 Chillicothe HS will tour the Vernon campus and programs
- Dr. Mary Rivard will serve on the TACTE Board for 2024-2027
- Dr. Mary Rivard and Andrea Anderle, URHC, have been asked to present at the BON's Future of Nursing in Texas Conference in late April regarding the Apprenticeship program.
- Perkins Amendment #1 was approved to include the reallocation money
- Working on Pathways Institute homework with Criquett
- Will attend VC/High School Counselor Luncheon on Mar. 21
- Entering new courses for 24-25 into Colleague
- Working on curriculum changes for 24-25 in Colleague
- Division Chairs are working on Summer and Fall schedules

Student Services – Dr. Criquett Chapman – Vice President

Highlights in March:

- March 2 – Café con Leche FAFSA workshop at Rider High School
- March 4 and 6 – Chaps LEAD began in Wichita Falls and Vernon
- March 4 – Allied Health Career Fair at CCC
- March 5 – MSU application workshop on the Vernon Campus
- March 5 – Frontline Staff Appreciation and Training at Region 9
- March 7 – Adulthood Day with the Boys and Girls Club of Vernon
- March 7 – Spring II final registration
- March 18 – Spring II Classes Begin
- March 7- Adulthood Day with VHS and the Vernon Boys and Girls Club
- March 11-15 - Spring Break
- March 18 - Honors Nominations began
- March 18 – Financial Aid identified 668 VC students with summer Pell eligibility and notified them of this opportunity
- March 21 – Financial Aid Administrators Regional Training at Lubbock Christian University
- March 21 – High School Counselor Appreciation Lunch at CCC
- March 22 – VC website training with Mustard Basket
- March 25 – Texas Tech Application Workshop at CCC and Vernon
- March 26 – Graduation Fair Vernon Campus

- March 27 – Graduation Fair Century City Center
- Student Services staff are attending Allied Health Advisory Meetings
- Mandatory STEPS meetings occurring for students who are currently on academic probation
- New Early Alert process continuing with 265 alerts for the month of March by 41 different instructors
- Chaparral Orientation is updated and available online for new to Vernon College students
- Ongoing Colleague training
- Element 451 implementation
- TCOLE testing approved and signed contract
- Testing Centers served 143 testers with 184 TSIA2 exams given and 54 HESIA2 exams given

Upcoming in April:

- April 1 – Night Time Easter Egg Hunt on the Vernon Campus
- April 7-10 – Ellucian Live Conference
- April 8 – Eclipse watching and moon pies on the Vernon Campus
- April 9 – Leadership Wichita Falls visits CCC
- April 9 – Transfer Fair at CCC with 12 universities attending
- April 10 – UTA on the Vernon Campus
- April 10 - 12 – Texas Pathways Conference
- April 10 & 17 – First Step Wichita Falls is on the CCC campus
- April 15 – Summer 2024 and Fall 2024 all Vernon College students
- April 22 – MSU Application workshop at CCC
- April 23 – MSU Application workshop at Vernon
- April 24 – “Donut forget to Register” Day at the Wichita Falls locations
- April 25 – Honors Program at MPEC at 6:30 pm
- April 30 – Dual Credit Coordinator luncheon at CCC
- Financial Aid is processing 2024-2025 FAFSA’s
- High School Dual Credit visits beginning
- Assigning advisors for Summer 2024 and Fall 2024 applicants

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

Business Offices

- A student engagement event “Going Bananas” was held in Vernon and at CCC. Business Office staff interacted with 20 students and 9 staff at CCC, then another 42 students and 11 staff in Vernon.
- Initial work on the 2024-25 Budget is underway. The new funding model is the variable we will watch the closest in the coming months.
- Completed all employee reviews for Business Office, Maintenance, Grounds, Custodial and I.T.
- Margaret Kincaid led a “Stacking Cash” session to area high school seniors at Adulthood Day 2024, which focused on money management, payroll and tax topics.
- Provided financial data to several departments that are working on grant proposals.
- Mindi Flynn attended the spring TACCBO meeting, spoke at Chaps Lead classes on both campuses and attended Nortex Regional Planning meeting for March.
- Keely Kieschnick & Malinda Fleming delivered Meals on Wheels for Administrative Services.

I.T.

- Fiber lines from the Sumner building to the baseball complex were repaired.
- Assisted the baseball program and AWRE with the installation of a camera system at the baseball complex.
- Hard-wired the internet connection in the pool hall at the SUB for gaming needs of students.
- Replaced 3-layer network switches on all campuses.
- Replaced battery backup equipment at CCC.
- Continuing to replenish computers on all campuses according to the annual replenishment list set by Run Business Solutions and the Vice Presidents.

Physical Plant

- Worked with Syntrio and RBS to restore fiber lines to the baseball complex.
- Teams on both campuses have worked tremendously hard in helping with auction items that needed to be picked up.
- The drive through gate at the automotive lab was repaired.
- Made repairs to plumbing at the Bi-Fork building and the Osborne Admin building.
- Additional shelving for the food pantry in Vernon was assembled.
- Cleaned out flower beds at CCC and Vernon and replaced the mulch for spring.
- Removed two trees at CCC that were too close to the building and damaging sidewalks.
- Repairs were made to the floor scrubber in WF.
- The flag poles at CCC were repaired and new flags were hung.
- Old, broken gym equipment was removed from CCC gym.
- 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.
- Mowing weekly and landscaping at Vernon and Skills Training Center.
- Cleaning and sanitizing daily and nightly.

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

- Editing/reviewing SACSCOC narratives for fifth-year interim review
- Working on updating KPIAs and IE website pages
- Finalizing/editing institutional effectiveness plans for 2023-2024
- Completed Spring IPEDs reports
- Finalizing program review template in Watermark
- Created surveys in Watermark and held training session for Library Services
- Creating surveys and training session for Instructional Services (Bettye Hutchins)
- Creating/compiling data for KPI dashboards
- Completed data requests
- Argos trainings
- Serving on a SACSCOC off-site review committee

Institutional Advancement – Michelle Alexander

- Completed the 24th annual online auction – a total of \$4,849 was raised which is matched 1:1 by our Vernon College Foundation. A total of \$9,698 will be available for Departmental Grants this Fall. Kudos to Callee Serrano for leading this effort.
- Callee Serrano is preparing the auction thank you ad.
- Callee participated in a number of Vernon Chamber of Commerce activities as a member of their Board of Directors.
- The Emergency Aid Committee is handling quite a few requests this spring semester.
- Michelle Alexander chaired the Spring meeting of the Vernon College Scholarship Committee to set the 2024-2025 funding model.
- Round 1 Scholarship offers are being sent out now.
- The Round 2 Scholarship Application period opened March 20 and will close June 15.
- Michelle and Dr. Johnston met with Mr. Steve Baty to sign the Memoranda of Understanding for two new scholarships: the April Baty Memorial Annual Scholarship and the April Baty Memorial Endowed Scholarship.
- Michelle participated in the North Texas Area United Way Governance Committee and chaired the Board of Directors meeting.

Marketing – Holly Scheller

- In March we held a large website training meeting to prepare for SACS. If you missed that meeting please get with an attendee to get notes.
- Jon Michael and I are also working on a more user-friendly version of the community resources page.
- I set up our socials for Spring Break.
- I am working with Bettye and Crane West on the CTE posters; that project is progressing nicely. However, picking a face you won't be tired of in ten years is difficult.
- The Ellucian Experience is coming along, the release date is somewhat up in the air. We have more meetings to discuss our custom cards.
- Worked with Clayton to edit up a nice video of our Rodeo Grounds.
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<https://www.dropbox.com/scl/fo/8r6yxrr1a0pv39i2wjdd6/h?rlkey=ntcwj3ld77e76tgthonkvn0q1&dl=0>
- Working with Nina Feldman on Day of Service April 6th, 8am-Noon. Kick-off for that day will be in our parking lot at 7am. They will raise specific food for our food pantry in Student Services.
- Created/posted/shared the Graduation Fair poster
- Photo-ed/Shared Truck Jet Grant check present
- At Honors night, we will set up a video booth to interview as many students as possible and use that footage on social media and in ads.
- I am waiting until everyone finishes their catalog edits so I can start editing in SmartCatalog. The deadline is the May Board Meeting.
- Promoted Care Conference,
- Promoted Allied Health Fair
- Promoted Scholarships
- Promoted Auction
- I met with Movers and Shakers' big group and the little group, discussed how we can help our school counselors. We also decided we need a big-scale event. We are meeting again soon to outline all details on the big event that has yet to be decided.
- The new Vernon Campus barber program was teased with a social series that had everyone guessing, then released details.
- Did a "My mid-term experience" series on social.

Human Resources – Jackie Polk

- Personnel
 - New Hires:
 - No current April new hires
 - Resignation
 - Stephanie Humberd, Coordinator of EMS/Instructor, CCC, effective March 15, 2024
 - Erica Stolper, Classified II, LVN faculty Assistant, CCC, effective March 31st, 2024
 - NO CURRENT APRIL RESIGNATIONS!!!
- Michelle White, Margaret Kinkade and I have completed the Onboarding process of NEOED. We will start the Professional Review process this month.
- Michelle, Margaret, Roxie Hill and I are continuing to work out the bugs for leave and time sheet entry process.
- Michelle and I are continuing to collect Professional Reviews
- Michelle White
 - Meals on Wheels – March 6th
 - Sent out 9 month over load letters not teaching spring II -3/6/2024
 - Emailed supervisors who have NOT completed classified and administrative evaluations 3/28/24
 - Prepared reappointment letters for faculty 3/27/24
 - Prepared paper onboarding for 2 new full-time employees
 - Prepared for the Easter Bunny visit on 3/26/24 with the Community Interactions Committee

- Jackie Polk
 - Met with Dr. Beauchamp regarding IPEDS report
 - Completed IPEDS
 - Completed Veteran's report
 - Attended Website Training 3/22/2024
 - Completed annual employee file audit
 - Attended Continuing Education workshop 3/26/2024

ERP/SIS/Cybersecurity – Roxanne Hill

- Conducted Technology Satisfaction Survey – 62 Responses
- Working on Transcripts with Colleague/BHA, Criquett and Shana
- Working on Summer 2024 and Fall Course 2024 Schedules
- Working on Experience with Holly for Summer 2024 Deployment
- Preparing system for Summer and Fall 2024 Semesters
- Attending eLive for Colleague April 7-10 in San Antonio, Vernon College has been invited to participate in interviews regarding SaaS implementation
- Finalizing configurations with 3rd Parties (Element 451. and Parchment) with Colleague Integrations
- Exploring new 3rd Party integrations with Ellucian Colleague and BibliU, Blackbaud, and Watermark Curriculum
- Continue to work for Colleague consultant to finalize full implementation
- Scheduling Cybersecurity services and testing for summer through Texas DIR

Athletics – Jason Jenkins

- We are deep into the seasons and so far it has much more ups than downs.
- Baseball is off to one of the best starts in program history. We are currently 22-14 overall and have played an extremely tough opening 2 series in conference. We split with McLennan in a 4-game series. Which got us off to a good conference start. Then we slipped a little when playing Weatherford, who just happened to be ranked #1 in the nation. However, after a bye week, we got back to winning with a series win by taking 3 of 4 games against NCTC. We have 5 series left and if we can just manage a split with most of those teams we stand a good chance of making it to the post-season tournament for the first time in over 25 years.
- Softball is also in the running. They too had a very tough start with playing the #1 ranked McLennan team and then also a very strong Weatherford College. We are not quite where we want to be but the team is playing hard and is has been very competitive throughout the season. The schedule does get any easier as we have Temple (#6) coming in this week. Then in two weeks #7 Greyson comes in too. Tough conference makes better players.
- Rodeo is getting ready for a stretch of rodeos for the next 3 weeks. This will wrap up the season and get us lined up for next year with a bunch of new recruits coming in that will help right the ship and get VC Rodeo back to where it once was. They head to Snyder, TX this week, then Big Springs for the Howard College Rodeo. They finish up at Tarleton State in Stephenville for the last rodeo of the year.
- Volleyball gets back on the court for some competition this week with some games at Southeastern Oklahoma State University in Durant, OK. Our student-athletes get to see what it is like competing against 4-year colleges and also gives those schools a chance to see what our student-athletes can do. They have been working hard in the weight room and on the court in preparation for these opportunities. Go show them what Chaparral's can do!
- Sports Banquet will be held May 6th at 6:30 p.m. in the Wilbarger Auditorium Empire Room. Thanks to all of those that have and continue to support Vernon College Athletics.

DRJ Comments

- The semester is quickly coming to an end. I appreciate each of your efforts to ensure that Vernon College continues to meet the needs of students, communities, and employees.

- Summer hours for 2024 will begin on Monday, May 13 and continue through Thursday, August 1. Operating hours will be Monday through Thursday 8:00 a.m. to 5:30 p.m. Offices will not be expected to stay open to 6:00 p.m. during summer hours. Vernon College will return to the Monday through Thursday 8:00 a.m. to 6:00 p.m. and Friday 8:00 a.m. to 12:00 noon schedule on Monday, August 5, 2024.
- Please contact me with any input or questions at:
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