

**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**

- At the November board meeting, the Vernon College Board of Trustees considered and approved:
  - Monthly financial report
  - 2026 Spring Continuing Education schedule
  - Revised memorandum of understanding between Vernon College and the Vernon College Foundation
  - Vernon College guidelines and criteria for granting tax abatements (must be reviewed and approved every two years)
  - Tax resale deeds
- The Vernon College Board of Trustees also heard discussion, reports and updates on:
  - Vernon College Foundation meeting
  - 2025 Vernon College Rodeo
  - Student Highlight
  - Moved in to executive session to hear a presentation from a company potentially requesting a tax abatement—allowed by Texas Government Code 551.087
- At the December board meeting, the Vernon College Board of Trustees considered and approved:
  - Notice of filing period and order of trustee election to be conducted May 2, 2026
  - The 2024-2025 audit prepared by Condley and Company
  - 2026-2030 Strategic Plan
  - New program for Nail Technician
- The Vernon College Board of Trustees also heard discussion, reports and updates on:
  - TASB (LOCAL) policy DCF/faculty multi-year contracts
  - TASB Update 50
  - Core Curriculum Assessment
  - College Effectiveness Survey results
  - Student Highlight
  - Philanthropic/grants
- Residence hall upgrades-- last year as we developed the RFP for residence hall renovations, it was discovered that we needed to do some electrical upgrades. It was recommended that this be a separate project from the renovation project. Rick Sims and Lyle Bonner will begin consulting with an electrical engineer on November 20 to develop the needs so an RFP can be issued in early spring for this work to be accomplished next summer.
- Vernon College administration participated in a discussion with Allred Prison officials on December 15 to discuss possible education/training opportunities at the prison.
- The coffee input sessions were conducted at CCC on November 21 and at Vernon on December 12. A summary of the discussions has been sent to all employees.
- Upcoming events:
  - College Closed for the Christmas Break – Friday, December 19, 2025 12:00 noon
  - College Re-opens for Spring Semester – Monday, January 5, 2026
  - Faculty Return/All Employee professional development – Thursday, January 8, 2026
  - Faculty professional development – Friday, January 9, 2026
  - On-site Final Registration: Vernon & CCC, Monday, January 12, 2026
  - January Board of Trustees Regular Meeting – Vernon campus – Wednesday, January 14, 2026 - 11:30 am
  - Classes Begin – Wednesday, January 14, 2026
  - Vernon College Foundation meeting – Thursday, January 15, 2026 – 10:00 am – Vernon campus
  - MLK Holiday – Monday, January 19, 2026

**Instructional Services – Shana Drury, Vice President**

- Nov. 18 was Region 9's Senior Blast Off where many of our programs were represented.
- Dr. Criquett Chapman and Shana Drury are spear-heading a collaboration initiative with MSU and VC.
- Dr. Chapman, Dr. Brad Beauchamp, Christian Ford, Steven Ellerkamp, Dr. Roxie Hill and Shana Drury serve as the Pathways team for the next 2 years. They attended the Pathways Institute on Nov. 12-14 in Round Rock.
- Information Technology and Instructional Services are working together regarding a plan for online course redesign which will begin in Spring 2026.
- Spring 2026 schedule was finalized and registration started Nov. 3.
- Held interviews for Health Occupations instructor at Electra and Instructional Designer.
- Working on finalizing the upgrade in the Faculty Success module in Watermark which houses all faculty professional reviews, professional development and creates SACSCOC rosters.
- Shana Drury attended PTECH meeting with Henrietta ISD.
- Currently working with many ISDs regarding 26-27 CTE programs and schedules.
- Held Academic Council meeting to review curriculum changes for 26-27.
- Shana Drury attended Chief Academic Officer meeting Dec. 2.
- Held Calendar Committee meeting Dec. 5 to finalize 26-27 calendar.
- Held LVN pinning ceremony Dec. 11.
- Dr. Johnston and Shana Drury toured the Allred Unit and discussed possible programs on Dec. 15.
- Fall II and Fall 16 wk finals were Dec. 8-11.
- Dec Mini semester begins Dec. 15.
- Shana Drury attended the Education Committee meeting through Workforce Solutions to determine the regions target occupations list.
- Shana Drury is working with a community group to revive Vernon Leadership.
- Sharon Bly attended Texas Association of Schools of Art in Austin Oct. 23-25.
- Angela Ward and Elisha Wehrwein attended Student Hair Show in San Antonio Sept. 27-29.
- Cindy Coufal, Sarah Stewart, and Misti Brock attended Accelerating Online Learning Worldwide in Orlando, FL Nov. 16-20.
- Ariel Tart and Tammy Majewski attended American Mathematical Association of Two-Year Colleges in Reno, NV Nov 12-16.
- Jason Scheller and Dr. Adrien Ivan attended an ASU webinar series regarding Word War II.
- Joe Johnston attended the EduCAUSE online conference in Nov.
- PASS Dept/Office of Student Disabilities:
  - The OSD has seen a 38% increase in the total number of students served with accommodations since Fall 24.
  - So far this semester (with finals still to go) we have proctored 182 accommodated exams in our Quiet Testing Centers.
  - Rachel White is currently serving on the Minding College Minds Cohort and traveled to Pathways to attend the MCM Institute.
  - Tutoring and New Beginnings are BUSY with students studying for finals.
- Library:
  - The library has developed a video orientation to library services. The video includes tours of the CCC and Vernon Campus libraries, an overview of the library homepage, and instructions for accessing and searching the library's databases. The video also includes a Table of Contents which allows students to navigate to a topic of their choice.
- Jason Scheller, Joe Johnston, Paige Ramirez, Amanda Luevano, Cindy Hotz, Dr. Mark Roberson, Sarah Stewart, Jesse Dominguez and 6 VC students assisted with preparation for the "(Not) The Last Book Sale" featuring Larry McMurtry's books and the home of his bookstore in Archer City. Here is a link to the story: <https://share.google/1Bv3A8tAhvdnCgM4c> Fun fact: This article was written by Dean of Student Services Kristin Harris's daughter, Margaret Harris.

## **Student Services – Dr. Criquett Chapman, Vice President**

### **Highlights of November and December:**

#### **Dean – Housing & Marketing/Recruiting**

- November Vernon Campus Student Activities – Thanksgiving movie night, dodgeball, hide and seek, board game night
- November 4 – onsite VHS
- November 5 – Waurika College Fair
- November 5 – onsite Munday JH & HS
- November 6 – Bowie HS
- November 10-12 – Housing to Conference in Round Rock
- November 10-13 – Chappie on Shelf scavenger hunt at CCC
- November 10 – Seymour HS
- November 11 – Memorial HS
- November 12 – HS Counselor Luncheon at CCC
- November 13 – WF State Hospital Employee Fair
- November 17 & 18 – Donut Forget to Register at CCC
- November 17 – SAFB table with Family Services
- November 18 – Senior Blast Off at Region IX
- November 20 – Windthorst HS Group Tour of CCC & STC
- December 1- onsite Olney HS
- December 2 – Café con Leche/Road to College tour of CCC
- December 3 – MR Year in Review Meeting
- December 5 – onsite Burkburnett HS
- December 8 – onsite Bellevue HS
- December 8 – Chappies Challenge – Student Activities Vernon
- December 9 – onsite Electra HS
- December 9 – Board Games and Breakfast Burritos – Student Activities Vernon
- December 10 – onsite Knox City HS
- December 10 – onsite Benjamin HS
- December 10 – Chappies Challenge - Student Activities Vernon
- December 11 – Windthorst HS at CCC
- December 16 – onsite ESL Region 9
- Numerous CCC tours scheduled for December

#### **Admissions/Registrar/Testing**

- Cyndi Danner, Layce Cates, and Sjhonton Fanner evaluated transcripts.
- Lupita Avitia sent welcome emails to all new VC students.
- Karla Wooten, Cyndi Danner, Julie Lama, Lupita Avitia, Rebecca Ashlock, and Layce Cates used Element 451 for application processing and student messaging.
- Karla Wooten delivered Meals on Wheels.
- Admissions/Registrar said goodbye to Maria Servin as she transitioned to her new role as Dean of Information Systems and Technology.
- Sjhonton Fanner, Colleen Moore, and Criquett Chapman attended TACRAO conference.
- Colleen Moore presented two sessions at TACRAO.
- Held interviews for Admissions/Registrar Coordinator.
- Submitted and certified CBM009 and CBM00M.
- Admissions and Testing attended Bomb Threat Training.
- Ashley Burnham and Amanda Luevano administered 90 tests in the Testing Centers! Tests administered: TSI, TCEQ, NREMT, TCFP, GED, Accuplacer, and HESI
- Ashley Burnham and Amanda Luevano entered scores in Element451 and Colleague
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- Karla Wooten, Cyndi Danner, Julie Lama, Lupita Avitia, Rebecca Ashlock, and Layce Cates used Element 451 for application processing and student messaging
- Kareen La Touche started as the new Admissions/Registrar Coordinator
- Sjhonton Fanner and Maria Servin met with our SEVP Field Representative
- Admissions/Registrar office completed end of term processes
- Admissions/Registrar office worked on completing December graduates
- Ashley Burnham and Amanda Luevano administered over 115 tests in the Testing Centers! Tests administered: TSI, TCEQ, NREMT, TCFP, GED, Accuplacer, CDA, Certiport, and HESI
- Ashley Burnham and Amanda Luevano entered scores in Element451 and Colleague

### **Financial Aid**

- Posted November Financial Aid Blog “Don’t Wait to Fill Out The 2026-27 FAFSA” which encourages students to apply timely for the upcoming Fall 2026 semester along with helpful information to ease the process.
- Certified and validated the Financial Aid Database Report Cycle 3 with the Texas Higher Education Coordinating Board.
- Completed the Financial Aid Database Report Cycle 3 Assessment Report.
- Ellen Binion provided assistance in completing the FAFSA at the Café con Leche event at Legacy High School on November 8<sup>th</sup>.
- Began preparing Colleague for the 2026-27 academic year before pulling down 2026-27 FAFSA files.
- State Campus Based Report was submitted by Mindi Flynn to the Texas Higher Education Coordinating Board.
- Jeanne Ballard and Karla Wooten delivered Meals on Wheels.
- Numerous Facebook & Instagram posts throughout the month encouraging students to complete the 2026-27 FAFSA and the 2026-27 VC Scholarship Application.
- Posted December Financial Aid Blog “SAP Isn’t Just for Trees” which explains satisfactory academic progress to students.
- 2024-25 Direct Loans were successfully closed out.
- Financial Aid Displacement Advisory information has been provided on the VC Financial Aid Homepage and will be linked on the VC Admissions application.
- Crystal Wells, Ashleigh Whitley, and Jeanne Ballard participated in the Texas Colleague User Group meeting on TEAMS.
- Reminder email sent out to Work-study supervisors to notify the financial aid office if their student worker will not return in the Spring. Encouraged supervisors to fill vacant positions and request additional positions if needed so that all funds are spent.
- Completed Colleague setup for 2026-27 academic year as well as student forms.
- Get Your Pell On email campaign sent out to Pell students who were enrolled for fall to let them know that Pell grant will be available in the summer semester.
- Fall 2025 Satisfactory academic progress began and students will be notified to check their status once the process is complete.
- Crystal Wells, Brianna Chapman, Ashleigh Whitley, and Jeanne Ballard rang the Salvation Army bell for VC.
- Posted many Facebook and Instagram posts encouraging students to complete the 2026-27 FAFSA early for the Fall 2026 along with helpful tips for students and parents. Also reminding students that the 2026-27 VC Scholarship is open.

### **Student Success**

- Program Spotlight: CTE/Faculty Advising

Vernon College has 14 Faculty Advisors that complete CTE advising at Vernon College. Each CTE Advisor is paired with one of the 6 Student Success Specialists. This framework for academic advising has really benefited Vernon College Students. They have a CTE Advisor who is the expert in the program and field but they also have additional support during office hours from Student Success. This model has also helped improve information flow helping produce accurate advising for every student.

- Student Success Specialists:
  - 70 Food Pantry requests in the month of November.
  - Presented *Food Waste Exhibit* Nov 3<sup>rd</sup> – 11<sup>th</sup> at CCC and Nov 12<sup>th</sup> – 20<sup>th</sup> at VER.
  - Spring Registration began November 3<sup>rd</sup> with 251 students registered on the first day!

- Student Success Specialists high volume of appointments and walk-ins for Spring 2026 registration all of November.
- Melissa Moore participated in the Welding and Computer Information Sciences Advisory Meetings on Nov 6<sup>th</sup>.
- *I'm First* – VC monthly meeting in FA and Scholarships held Nov 19<sup>th</sup> in VER and Nov 20<sup>th</sup> in CCC.
- 26 additional Food Pantry requests in the first two weeks of December.
- Sent out a Student Success survey to all Fall 2025 students.
- Held Stress Relief Cuddle Service with Wilbarger County Humane Society on Dec 2<sup>nd</sup> in VER and with Wichita County Humane Society on Dec 4<sup>th</sup> in CCC.
- Taylor Seedig, Erica Nevarez, and Kelli Lehman participated in Meals on Wheels on Dec 3<sup>rd</sup>.
- *I'm First* – First Gen Program met for a Final Frenzy on Dec 3<sup>rd</sup> in VER and Dec 4<sup>th</sup> on CCC.
- 5 December Mini courses began Dec 15<sup>th</sup>.
- Veterans Affairs Benefits:
  - Valerie Whitten and Savannah Roberson began VA Education Benefit Certifications for Spring 2026.
  - Valerie Whitten and Kelly Miller went to MSU to tour the new Military and Adult Education Center on Nov 5<sup>th</sup>.
  - Held a Veterans lunch in Wichita Falls to honor all Student, Faculty, and Staff Veterans on Thursday, Nov 13<sup>th</sup> (hoping to do one at all three locations next year).
  - Valerie Whitten presented virtual professional development: *VA Education Benefits – It is Another World!* on Nov 21<sup>st</sup>.
- Dual Credit:
  - Christian Ford along with Criquett Chapman, Shana Drury, Roxanne Hill, Brad Beauchamp, and Steven Ellerkamp attended the Texas Pathways Institute Nov 11<sup>th</sup> – 14<sup>th</sup>.
  - Lauren Loskot participated in Henrietta High School College and Career Fair on Nov 20<sup>th</sup>.
  - Lauren Loskot, Erica Nevarez, and Christian Ford held Registration Workshops at the following High Schools:
    - Windthorst HS on Nov 3<sup>rd</sup>
    - Vernon HS on Nov 4<sup>th</sup>
    - Quanah HS on Nov 5<sup>th</sup>
    - Chillicothe HS on Nov 5<sup>th</sup>
    - Henrietta HS on Nov 6<sup>th</sup>
    - Burkburnett HS on Nov 10<sup>th</sup>
    - Wichita Christian HS on Nov 12<sup>th</sup>
    - Benjamin HS on Nov 13<sup>th</sup>
    - Iowa Park HS on Nov 17<sup>th</sup>
  - Dual Enrollment Coordinators continued Monthly Visits to High Schools:
    - Midway HS on Nov 12<sup>th</sup>
    - WFISD – Legacy on Nov 14<sup>th</sup>
    - Northside HS on Nov 18<sup>th</sup>
    - City View HS on Nov 20<sup>th</sup>
  - Sent Fall 2025 grades to all partnering High Schools for dual enrolled courses.
  - High School Visits in December
    - Northside Hs on Dec 2<sup>nd</sup>
    - Benjamin HS on Dec 9<sup>th</sup>
    - Vernon HS on Dec 10<sup>th</sup>

## **Police**

- Prepared the officer schedules for the month of December.
- Prepared coverage for all Special Events.
- All Fire, Safety, and Clery Reporting are up to date.
- All officers' daily logs are complete and have been looked through.
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- Prepared coverage for all Special Events.
- All Fire, Safety, and Clery Reporting are up to date.

- All officers' daily logs are complete and have been looked through. No major issues currently

**Upcoming in January:**

- January 12 – onsite Registration
- January 14 & 15 – Coffee, Cocoa, and Classes welcome tables at CCC
- January 20 – onsite Region 9
- January 21 – Spark Ed Region 9
- January 20 & 21 – Voter Registration tables at CCC and STC
- January 26-30 – Counselor Road Trip to all service area high schools
- January 27 & 28 – Communities in Schools Presentations
- SAP will process again after December mini grades post.
- IPEDS
- Catalog Corrections

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

**Business Offices**

- Completed audit work and prepared reports for the Board of Trustees. It will be presented to them for approval on December 10, 2025.
- Cindy Hotz attended a THEBO Conference Nov 2-5.
- Completed Integrated Fiscal Reporting for THECB
- Mindi Flynn attended Nortex Regional Planning meeting, the VA luncheon at CCC, and LVN pinning.
- Met with Pitney Bowes and Benchmark to renew contracts for 2026.
- Ann Schultz attended Catholic Charities annual fundraising luncheon.
- Margaret Kincaid assisted Steven Underhill in delivering personal hygiene products to Vernon Middle School.

**Physical Plant**

- Made repairs to the ceiling in the pool area.
- Cleaned vent hoods in the kitchen at the SUB.
- Sidewalk outside Osborne building was dug up and replaced with new concrete to eliminate a large, uneven crack.
- Glass was replaced in the baseball office.
- Met with an electrician and an architect to plan for electrical upgrades in the dorm
- Continued HVAC repairs.
- Rooms 704 & 705 were cleaned and painted to prepare for new occupants.
- Ongoing retrofitting of LED lighting in buildings.
- Mowing weekly and landscaping at all locations.
- Cleaning and sanitizing daily and nightly, as well as stripping and buffing floors

**Human Resources**

- Personnel
  - Reassignments
    - Maria Servin, *to* Dean of Information Systems and Technology *from* Assistant Registrar, effective November 1, 2025
    - Caylen Miracle, from Assistant Director of Institutional Affective Planning Effectiveness, to Assistant Director of Information System and Technology, effective November 1
- Michelle White
  - Attended trainings/webinars: Bomb Threat Training, Coordinator Connect, and Supervisor Training
  - New Hires completed: 1 – part time, 1 Adjunct faculty, and 3 - student
- Jackie Polk
  - Coordinated on campus Globe Life meetings
  - Presented Supervisor Training Professional Development
  - Attended Coffee Input

## Information Systems and Technology – Dr. Roxanne Hill, Vice President

### **VC IT Department**

- Meetings
  - Weekly Colleague Team LEAD
  - RunBiz training and regional meeting attended by Dr. Roxanne Hill and Maria Servin, December 1-5 in Amarillo, Texas.
- Meals on Wheels
  - Delivered by Anna Martin and Elizabeth Gonzalez on December 10th.
- VC Birthday Club
  - For the month of December, five full-time employees have been recognized and presented with a card and small gift to celebrate their birthdays.
- Quality Enhancement Resource Inventory
  - One laptop was loaned to the Student Success Department for use during the Fall semester for High School Registration Visits for the Dual Credit students.
  - One laptop was loaned to the Library Department for training purposes.

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

- Completed 24-25 VC Core Assessment Report
- Collected artifacts for assessment of Personal Responsibility Fall 2025
- Began collections of End of Semester Course Reviews for Fall 2025
- Working on creation of files for Clearinghouse PDP project
- Completed data request for Instructional Services (Faculty Success Upload Spring 2025)
- Completed data request for Instructional Services (Faculty Success Upload Summer 2025)
- Completed data request for Instructional Services (Faculty Success Upload Fall 2025)
- Completed data requests for Institutional Advancement (AcademicWorks uploads)
- Attended the 2025 SACSCOC Annual Meeting
- Completed the 10-Year Reaffirmation Responsibility Process and Matrix
- Participated in Watermark AI beta program

## Institutional Advancement – Michelle Alexander

- Callee Serrano and Michelle Alexander participated in the 2<sup>nd</sup> Annual Frenzied Fundraiser benefitting the Chaparral Emergency Aid Fund and the Vernon College Food Pantry on November 11, 2025. A total of \$662 was raised for the Chaparral Emergency Aid Fund and 162 pounds of food for the Food Pantry. Gift Card drawing winners were Mary King, Mariana Grona and VC Student, Kyle Conrad. Join us next year for the 3<sup>rd</sup> Annual Frenzied Fundraiser!
- As a member of the Social Committee, Callee helped decorate the Christmas Tree in the Sub.
- Callee sent 1,000 Annual Giving Holiday Solicitation packages via US mail and emailed the solicitation package to 45,208 alumni and friends of the College.
- Michelle served as the Co-Chair for the CASE 2025 Federal Funding Task Force in Washington, DC November 1 – 7, 2025.
- Attended the Board of Trustees meeting on November 12, 2025.
- Michelle met with a donor who added an additional \$35,000 to their existing scholarship fund; bringing the principal balance to \$100,000.
- The James N. McCoy Foundation awarded a \$60,000 grant to support the James N. McCoy Foundation Scholarship for 2026-2027 awards. The College's original request was for \$50,000 and the Foundation increased the award.

## Athletics – Jason Jenkins

- Athletics finished in a flurry. Volleyball made it to the NJCAA Region V Tournament as the fourth seed out of the North Conference. They faced a very tough team in Odessa that had just a little more height than we did and they ended up sweeping us in 3. Our ladies competed at a very high level but it wasn't just quite enough. The team ended up having a great year with an overall record of 18-10 and a conference record of 12-6. Back-to-back appearances in the tournament is a great accomplishment! Way to go Volleyball!

- Baseball and softball are entering in to their off-season workouts. Both teams will return in January with the official start date as January 9<sup>th</sup>. Most will move back in on the 7<sup>th</sup> and 8<sup>th</sup> but practices are not to start until the 9<sup>th</sup>. Look for big things to come on both diamonds this spring!
- Rodeo wrapped up its fall season by hosting the Lone Star Conference on November 7<sup>th</sup> and 8<sup>th</sup>. It was a great production and everyone attending had very positive feedback. Coach Jackson and his team did a tremendous job in getting everything sorted and ran in a very efficient manner. Lots of time and effort was put in and greatly appreciated.
- The Athletic Department would also like to thank everyone for their great and enthusiastic support this fall season. Our student-athletes, coaches and staff appreciate it more than you can imagine. Have a safe and happy holiday season and we look forward to seeing you out at the events this coming spring semester.

### **DRJ Comments**

- Congratulations to head coach Clayton Jackson, assistant coach Carlee Potter, and the rodeo team members for producing a smooth, action-packed rodeo November 7-8. This was the first Vernon College rodeo in the new Lone Star region comprised of seven colleges – Vernon College, Cisco College, Ranger College, Weatherford College, San Angelo State University, Sul Ross University, and Tarleton State University. There rodeo had over 450 entries and was deem a great success.
- I appreciate the employees that participated in the informal coffee input sessions the past few weeks. I always appreciate the opportunity to answer questions and receive input.
- The semester has gone fast. Take time to enjoy the holiday and come back prepared for a strong, fast, and successful spring semester.
- Susie and I wish each of you an enjoyable, healthy, and safe holiday season.
- Please contact me with any input or questions at:
  - [drj@vernoncollege.edu](mailto:drj@vernoncollege.edu)
  - Office – 940-552-6291 ext. 2200
  - Cell – 940-261-0060