

**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 October board meeting, the Vernon College Board of Trustees considered and approved:
  - Monthly financial report
  - Tax abatement application from Felix 1, LLC
  - Interlocal agreement with Wilbarger County for the collection of Ad Valorem taxes
  - Tax resale deeds
- The Vernon College Board of Trustees also heard reports and updates on:
  - CCATT conference
  - Legislative/Community Advocacy document
  - THECB leadership conference
  - Title I report in compliance with TEA 51.258
  - Information Security/Cyber Security
  - Fall count day snapshot
  - Faculty Senate/SB 37
  - Student Highlight
- Fall Enrollment—the 12<sup>th</sup> day count for fall enrollment settled at 2262 of which 720 are dual credit high school students. This equates to a 0.97% decrease in student enrollment from last fall. The headcount last fall was 2284 including 698 dual credit high school students.
- James Brock and Daryl Wolf attended the Community College Association of Texas Trustees (CCATT) Conference
  - Topics included:
    - New trustee orientation/networking
    - Data and Advocacy
    - Workforce/ISD/Community College partnerships
    - Regional breakout sessions to discuss HB 8, FAST, Dual Credit, etc.
    - Legislative update
    - Attorney Roundtable
    - Tri-Agency Workforce Initiative
    - Partnering with ISDs for Postsecondary Success
    - Governing for Scalable Student Success
    - Minding College Minds: Student Mental Health
    - Institutional Strategies for Emerging Occupations and High Demand Fields
    - Strategies for Enrollment and Student Engagement
- Legislative/Community Advocacy—A significant takeaway from the CCATT conference was to develop a one-page front and back significant data, facts, good things to know about Vernon College. It was simply stated—What constitutes your three-minute elevator speech if you are asked about Vernon College by a legislator or community member. The administrative team and I are developing data and information so we can all speak about the positive aspects of Vernon College with accurate and consistent information. The document will be shared with board members and all employees once it is completed.
- Upcoming events:
  - Vernon College Board of Trustees meeting – Wednesday, November 12, 2025 – 11:30 am
  - Vernon College Theatre Ensemble will present two one-act plays November 13, 14 & 15 – 7:00 pm
  - Campuses Closed for Thanksgiving Holiday – November 24-28, 2025
  - SACSCOC Annual Conference—Nashville, TN – December 6-9, 2025
  - Vernon College Board of Trustees meeting – Wednesday, December 10, 2025 – 11:30 am
  - College Closed for the Christmas Break – Friday, December 19, 2025 12:00 noon
  - College Re-opens for Spring Semester – Monday, January 5, 2026

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

- Texas Commission on Law Enforcement audit Oct. 7-8 and found zero deficiencies! Great job Mike Hopper!
- Spring schedule clean-up
- Dr. Criquett Chapman and Shana Drury met with MSU regarding “ease of transfer” for students and a combined marketing plan
- Dr. Steven Underhill was chosen to serve on the Business and Marketing WECM course reviews.
- The C.N.A. program successfully passed a state audit on Oct. 27.
- Held a training in partnership with BibliU regarding Inclusive Access on Oct. 31 for faculty utilizing ebooks.
- Started implementation of the full suite for Watermark Faculty Success module.
- Interviews for Health Occupations instructor embedded in Electra ISD.
- Participated in interviews for Dean of Information and Systems Technology.

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

### **Highlights of October:**

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

- October Mondays – Scary movie night Vernon
- October 1 – Housing Room Inspections
- October 4 “Spooky” scavenger hunts with each winner getting some swag, \$100 amazon card, \$250 foundation scholarship
- October 7 – Onsite at Burkburnett HS
- October 9 – Second Chance Job Fair
- October 10 – VC at the VISD tailgate and hosting the Lion’s Den
- October 13 – Onsite VHS
- October 14 – SAFB Open House at Wichita Falls locations
- October 14 – Onsite Burkburnett HS
- October 15- Onsite Holiday HS
- October 15 – Wellness Fair MPEC
- October 16 – Sports Day
- October 17 – CCMR training with Region IX
- October 17 – Onsite Paducah HS
- October 20-23 Flu Shots on location
- October 20 – Onsite Iowa Park
- October 20 – Region IX
- October 22 – Onsite Burkburnett HS
- October 22 – STC student appreciation sandwiches delivered
- October 23 – Onsite Henrietta
- October 23 – Onsite Legacy – Cade Con Leche
- October 27 – Housing Inspections
- October 27 – Super, Ultra, Mega BINGO at Vernon
- October 28 – Onsite Memorial HS
- October 28 – Onsite Henrietta
- October 29 – Onsite Petrolia HS
- October 30 – Onsite Legacy HS
- October 30 – Onsite Legacy HS
- October 31 – Onsite Legacy HS
- October 31 – Title IX training

#### **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
- Processed drops for students who were marked as non-attending on certified rosters
- Cyndi Danner delivered Meals on Wheels
- Admissions had a department meeting on 10/9

- Sjhontont Fanner and Colleen Moore led a professional development session on Admissions/Registrar on 10/31
- Ashley Burnham and Amanda Luevano administered 103 tests in the Testing Centers! Tests administered: TSI, TCEQ, NREMT, TCFP, TCOLE, GED, and HESI
- Ashley Burnham and Amanda Luevano entered scores in Element451 and Colleague
- The Testing Center had a TCOLE audit on 10/7 and passed with flying colors—congrats Ashley Burnham and Amanda Luevano!

### **Financial Aid**

- Posted October Financial Aid Blog “Eight Easy Steps to Filling Out the FAFSA” providing students with helpful information needed to complete the FAFSA.
- Sent emails to currently enrolled financial aid students that the 2026-27 FAFSA is open for Fall 2026.
- Completed the 2024-25 FISAP Assessment Report.
- Completed and submitted Financial Aid KPIAs.
- Posted Fall 2025 Financial Aid Newsletter providing helpful “Did You Know” information for students on Facebook and Canvas.
- Financial Aid staff reached out to students who were offered the Texas Educational Opportunity Grant (TEOG), but have not signed and submitted the required eligibility form.
- Provide financial aid information for the 2024-25 audit.
- Submitted Annual User Access review to the Texas Higher Education Coordinating Board.
- Crystal Wells, Ashleigh Whitley, and Jeanne Ballard attended the Texas Association of Student Financial Aid Administrators in San Antonio. Received valuable information from the Texas Higher Education Coordinating Board (THECB), National Association of Student Financial Aid Administrators (NASFAA), as well as Colleague information from other Texas users.
- Crystal Wells, Ashleigh Whitley, and Jeanne Ballard traveled to 13 area high schools to provide financial information to seniors and their parents. We have received positive feedback of the revitalized presentation.
- Ellen Binion provided assistance in completing the FAFSA at the Café con Leche event at Memorial High School.
- Crystal Wells and Jeanne Ballard presented a professional development program on TEAMS – “A Day in the Life of Financial Aid-How We Work Together for Student Success” for VC employees.
- All Financial Aid staff had a great time working and participating in the many activities offered at Sports Day.
- Crystal Wells delivered Meals on Wheels.
- Numerous Facebook & Instagram posts throughout the month notifying students of the opening of the 2026-27 FAFSA along with the 2026-27 VC Scholarship Application. Encouraged students to apply early and avoid common mistakes. Notification of Fall 2 disbursements and promoted tutoring through the PASS Department.

### **Student Success**

- Program Spotlight: Dual Credit for academic credit at Vernon College is currently in 18 area schools and accounts for about 30% of the student population. Students are in both Core curriculum courses and CTE programs. The Dual Enrollment Coordinators have begun spending more time on the High School campuses to provide direct advising to students and support HS Counselors. Dual Credit completers provide a great opportunity in the new funding model.

#### Student Success Specialists:

- Provided 33 bags of food in the month of October from the Food Pantry.
  - Stocked grab and go food to the Nursing Department’s Seymour’s Closet.
  - Can provide Emergency Food Bags for any student who needs help during the government shutdown.
- Hosted the 3<sup>rd</sup> Transfer Fair as part of Sports Day with over a 10% increase in student participation.
- Kelly Miller presented to the VC Foundation on three funded programs: Chaparral Orientation (in-person new student orientation), DC Compass (in-person orientation for new dual credit students), and I’m First (program for first generation students) on 10/16.
- Presented online professional development about VC Notifications on 10/17.
- Finalized all Fall II registrations and Schedule Changed by 10/13 and 10/14.
- I’m First - VC held monthly meeting focused on Mental Health 10/15 in VER and 10/22 in CCC.
- Taylor Seedig, Kelli Lehman, and Jacqueline Bone delivered Meals on Wheels 10/15.
- First Step set up a table to talk about National Domestic Violence Awareness Month on 10/21.

- MSU at CCC on 10/21.
- Attended the following Program Advisory Meetings:
  - Melissa Moore-Rodriguez attended Electrical Engineering Tech on 10/1.
  - Ann Marie McMillan attended Business Management on 10/2.
  - Delilah Fowler attended Dental Assisting on 10/8.
  - Jacqueline Bone attended Farm and Ranch Management on 10/20.
  - Kelli Lehman attended Automotive on 10/21.
  - Alex Knox attended Nursing on 10/22.
  - Delilah Fowler attended Surgical Tech on 10/23.
  - Melissa Moore-Rodriguez attended HVAC on 10/23.
- Jacqueline Bone, Melissa Moore-Rodriguez, Delilah Fowler, and Kelly Miller attending the Conference on Student Success sponsored by THECB in Austin, TX on 10-29 to 10-31.
- Kelli Lehman and Jacqueline Bone participated in the Lead Class mock Interviews
- **Veterans Affairs Benefits:**
  - Completed second certifications for Fall II students using VA Education Benefits.
  - Participated in the SAFB Military and Family Readiness at CCC on 10/14.
  - Valerie Whitten attended Police Academy and Massage Therapy Advisory Meeting on 10/30.
  - Participated along with CE Truck Driving and Police Academy in the Veterans Parade in downtown Wichita Falls on 11/1.
- **Dual Credit:**
  - Erica Nevarez started as the new Dual Enrollment Coordinator in VERNON.
  - Vernon College met with City View HS to discuss Farm/Ranch dual credit as well as other opportunities.
  - Christian Ford, Kristin Harris, Criquett Chaman, and Shana Drury met with Region 9s College and Career Counseling Specialist to learn more about CCMR (College Career Military Ready) points for Dual Credit participants.
  - Lauren Loskot continued monthly visits to High Schools:
    - Wichita Falls ISD – Legacy on 10/3.
    - Vernon ISD and Northside ISD on 10/7.
    - Henrietta ISD and Belview ISD on 10/8.
    - City View ISD on 10/15.
    - Wichita Falls ISD – Memorial on 10/17.
    - Iowa Park ISD on 10/20.
    - Chillicothe ISD, Quanah ISD, and Crowell ISD on 10/23.
    - Midway on 10/28.
    - Wichita Christian on 10/28.
    - Burkburnett ISD on 10/30.

## **Police**

- The Emergency Operations Plan has been submitted to the Texas School Safety Center for final approval.
- Prepared coverage for all Special Events.
- Kenneth Boatman completed Standard Response Protocol Training
- All Fire, Safety, and Clery Reporting are up to date.
- Kenneth Boatman completed the National Weather Service Annual Updates Training
- All officers' daily logs are complete and have been looked through. No major issues currently.
- Prepared the officer schedules for the month of November.

## **Upcoming in November:**

- Certification of the Financial Aid Database report due by Nov 19<sup>th</sup>.
- State Campus Based Report due by Nov 14<sup>th</sup> to the THECB.
- Continued processing on GE/FVT
- 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
- November 24-28 – A Well Deserved Thanksgiving Break

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

### **Business Offices**

- Our external auditors were onsite during the week of October 13-17. A tremendous amount of preparation and follow up work has taken place. We expect the audit to be wrapped up and presented to the Board of Trustees in December.
- Mindi Flynn participated in the fall TACCBO meeting.
- Participated in meetings with BibliU to improve processes moving forward.
- Completed and submitted the State Campus-Based annual report.
- Met with the Financial Aid team to streamline reconciliation processes between FA and BO.
- Completed two requests for public information.
- Delivery Meals on Wheels for Administrative Services was Shelly Mason, Malinda Fleming and Jayland Ricks.
- Both campuses participated in the bookstore door decorating contest and the Vernon campus also painted a pumpkin for the social committee contest.

### **Physical Plant**

- Conducted interviews for Vernon campus custodian. Hired Kyra Sheppard.
- Exhaust fans have been installed in the new manicure lab at CCC. Quotes have been gathered for installing a new pedicure chair. Installation should begin very soon. Two new TV's were also installed in cosmetology on both campuses.
- New sinks were installed in the laundry room at the dorms.
- The card reading device on the mailroom door at CCC was repaired.
- Handicap door buttons were replaced on two entrances in Wichita Falls.
- An external water faucet was replaced in the automotive lab.
- Electrical outlets were repaired in the SUB to accommodate electrical load requirements, as well as in the bookstore on the Vernon campus.
- Leaking faucets and fixtures repaired in the SUB and in the King gym.
- Outside hydrants and faucets have been prepared for winter.
- Welding disconnects were replaced at Skills Training Center.
- Continued AC repairs.
- Ongoing retrofitting of LED lighting in buildings.
- Mowing weekly and landscaping at all locations, including trimming trees on the Vernon campus.
- Cleaning and sanitizing daily and nightly, as well as stripping and buffing floors.

### **Human Resources**

- Personnel
  - Employment
    - Kyra Shepherd, Custodial Technician – Vernon Campus, effective October, 27, 2025
    - Erica Nevarez, Coordinator of Dual Enrollment, Vernon Campus, effective October 27, 2025
  - Resignations
    - Kristin Doss, Electra ISD Health Career Instructor, Electra High School, effective September 30, 2025

- Michelle White
  - September 29<sup>th</sup> -October 2<sup>nd</sup> attended Ignite conference
  - October 7<sup>th</sup>, I attended a webinar from NEOED with information about enhancements and new releases for Fall 2025.
  - October 10<sup>th</sup> I participated in the VHS homecoming tailgate party with Madison Tiedman, Jesse Dominguez, and Dr. Johnston
  - Let's see, we also participated in the pumpkin painting contest and door decorating contest.
- Jackie Polk
  - Attended Ignite Conference
  - Coordinated Benefit Bash
  - Attended numerous NEOED webinars for Insight implementation
  - Completed the TCCTA Report
  - Completed the Workforce Report

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

### **VC IT Department**

- Meetings
  - Weekly Colleague Team LEAD
- New Department Members
  - Welcome Maria Servin - Dean of Information Systems & Technology Department
  - Welcome Caylen Myracle - Assistant Director of Information Systems & Technology Department
- Meals on Wheels
  - Delivered by Anna Martin and Elizabeth Gonzalez on 10/10.
- Facility Requests
  - Sports Day was held on the Vernon campus on 10/16 and audio equipment was provided in the King Gym for announcements and in the Auditorium for the Talent Show. Elizabeth Gonzalez, Dylan Guerrero, Anna Martin and Dr. Hill were assigned to provide support across multiple events thorough out the day.
  - Student Services requested equipment to be set up in the Chaparral Room for the 2025-2026 Catalog Consultation on 10/8 on the Vernon Campus.
- Tech Support
  - Dylan was available for the TDCJ Graduation held at Skills Training Center on 10/14.
- Training
  - Tech Talk Tips & Tricks AI in Teaching session presented by Crystal Tate at the Century City Campus on 10/10.
  - AI Faculty session 2 presented by Joe Johnston and Dr. Hill on the Vernon Campus on 10/10.
  - AI Staff session 2 presented by Dr. Hill on the Vernon Campus on 10/10.
  - Tech Talk Using Canvas Gradebook session presented by Crystal Tate at the Century City Campus on 10/24.
- Vernon Campus Fall Festivities
  - The IST Department was represented in the VC Bookstore's Halloween Door Decorating Contest with two individual entries on the Vernon Campus, represented by Elizabeth Gonzalez and Anna Martin.
  - A Pumpkin Decorating Contest, hosted by the Vernon Campus Social/Special Events Committee, featured a team-inspired entry with creative input from the IST Department.
  - On October 30th from 4:00–5:00 PM, the committee also held the annual “Trick or Treat” event for VC employees’ children, with enthusiastic participation from the IST Department.
- VC Birthday Club
  - For the month of October, five full-time employees have been recognized and presented with a card and small gift to celebrate their birthdays.
- Help tickets submitted for October – (192) *with 100% Satisfaction Score*
- Quality Enhancement Resource Inventory
  - One laptop was loaned to the Continuing Education Department for use during the Fall semester for instructor use during October.
  - One laptop was loaned to the Financial Aid department for use during presentations for FAFSA nights through the month of October.

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

- Completed data request for Administrative Services (Mindi Flynn)
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- Completed data request for President
- Completed the Fall IPEDs survey components
- Completed the THECB CB 116 Follow-Up Survey data collection
- Completed the VC Effectiveness Questionnaire
- Working on five years of data for National Clearinghouse PDP project
- Completed assessment of Spring 2025 Social Responsibility artifacts
- Completed data request for Institutional Advancement (Michelle Alexander)

## **Institutional Advancement – Michelle Alexander**

- Callee Serrano attended the BlackBaud Users Conference in Philadelphia in early October.
- Callee sent the College Effectiveness Questionnaire to 45,457 alumni.
- Preparations for the Holiday mailing is underway.
- Donor scholarship recipient reports are being sent out.
- Michelle Alexander participated in the Texas Association of Community College Executive Directors Meeting on October 3, 2025.
- As Chairman of the Board, Michelle participated in the North Texas Area United Way Priddy Foundation Site Visit, October 9, 2025.
- Michelle attended the Martin Luther King, Jr. Scholarship Committee Meeting, October 9, 2025
- The Vernon College Chaparral Emergency Aid Committee held their annual meeting, October 15, 2025
- Michelle participated in the Wichita Falls Area Food Bank Empty Bowls Event, October 15, 2025.
- The Vernon College Foundation held their annual meeting at Century City Center on October 16, 2025.
- The Foundation was awarded a \$2,500 grant from RTX-Pratt & Whitney Division to fund the 2026-2027 Pratt & Whitney Scholarship.
- Michelle attended the North Texas Area United Way Campaign Kickoff, October 28, 2025.

## **Athletics – Jason Jenkins**

- Lots going on in the Athletic Department and wrapping up a very successful fall campaign.
- Volleyball had a great season. This will be back-to-back post season qualifying years. They ended the season with a home game against Temple on the 1<sup>st</sup> of November and fell into the fourth seed for the Region V Volleyball Tournament at Weatherford College. The Region V Tournament will take place on November 6-8, 2025. The team ended up with a season record of 18-9 overall and 12-6 in conference. Great job ladies!
- Rodeo too, wrapping up a solid fall season. We still have our home rodeo that will take place on the 7<sup>th</sup> and 8<sup>th</sup> of November. Both men's and women's teams sit in 6<sup>th</sup> place. Several cowboys and cowgirls are on the leader board and are poised to make a good run for a spot at the Collegiate National Finals Rodeo. Lots of events yet to be attended in the spring and have some high hopes for these student-athletes.
- Softball had a great fall season. Many of our student-athletes got the chance to showcase their talents in front of all levels of competition. We played some NAIA schools, NCAA DI and DII. Coach Lipscomb is excited about this year's team and believes that we have a strong shot at post-season play. They have also been busy off the field with several community involvement projects and fund-raising trips.
- Baseball is ready for a breakout season according Coach McIntosh. We have several good arms on the pitching mound and is it going to be tough to see who gets the starts and who comes out of the bull pen but we should pretty solid, top to bottom. The offense is also looking like it can light up the scoreboard. Being a little deeper at each position is going to give us a legitimate shot at making the post season tournament for the first time in over 30 years.

## **DRJ Comments**

- Congratulations to head coach Jaylan Thomas, assistant coach Bea Paolinetti, and the VC volleyball team for finishing in a three-way tie for second place in the North Conference (Vernon College, Hill College, and Ranger College/ all 12-6 records in conference games) and qualifying for the Region 5 tournament. The regional tournament will be at Weatherford College November 6-8. It includes the top four teams from the North conference and the West conference

in an eight-team single elimination bracket. The top two teams from the regional tournament advance to the national tournament. The 2025 volleyball national tournament is in Clarksville, TN November 19-22. Vernon College will play Odessa College at 9:00 am on Thursday, November 6.

- The semester is moving fast. Take time to enjoy the Thanksgiving holiday and come back prepared to finish the semester strong.
- Please contact me with any input or questions at:
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  - Office – 940-552-6291 ext. 2200
  - Cell – 940-261-0060