

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 August 13, 2025 Vernon College Board of Trustees meeting, the board discussed and approved:
 - 2025-2026 operating budget totaling \$25,102,951
 - 2025 tax rate—21.6788 cents per \$100 of appraised property value
 - Vernon College investment policies, procedures, and strategies required by the Public Funds Investment Act
 - 2025 Fall Continuing Education schedule and fees
 - Special populations for “zero” tuition
 - Vernon Police Department—Continuing Education Classes
 - Wichita County Sheriff’s Office – In-Service Training
 - Texas Department of Criminal Justice – Pre-Service and In-Service Training
 - NORTEX Regional Planning Commission—Continuing Educations Classes
 - Area Agency on Aging—Continuing Education Classes
 - Vernon College Nursing IV Therapy—Continuing Education Classes
 - Wichita Falls Fire Department—Continuing Education Classes
 - Herring Bank as the depository for college funds
 - Abolishing the current faculty senate and support organizing a faculty senate in compliance with SB 37
 - Discussion items included:
 - All employee semester Kick-off
 - Faculty professional development
 - Licensure and certification data
 - Discipline/program evaluation summary
 - Student Highlight
- DRJ comments at all employee Kick-off on August 13 included updates on:
 - 2025-2026 budget
 - Residence Hall renovations
 - IT and RBS Co-managed
 - Colleague
 - AI policy
 - Professional Development policy
 - Instructional delivery
 - Governance thru Committees
 - Facility Usage policy
 - Friday schedule for professional development/meetings
 - SACSCOC
 - Skills Training Center
 - Student first attitude
- DRJ comments at the faculty professional development on August 14 discussed specific instructional component improvements expectation for 2025-2026 including:
 - Full-time faculty, in collaborations with Division Chairs, the Vice-President of Instructional Services, the Director of DELT, and the Instructional Designer to develop standardized Canvas courses to share content with other full-time faculty and adjunct faculty to ensure quality and alignment of courses.
 - Courses currently taught by adjunct are the first priority
 - All classes taught in the department are the second priority

- Division Chairs, the Vice-President of Instructional Services, the Director of DELT, and the Instructional Designer to collaborate to ensure each online Canvas course be assessed for quality and alignment according to the new rubric for online instruction assessment during 2025-2026 prior to being scheduled for fall 2026.
- Division chairs to document a formal meeting with each full-time faculty in the respective division a minimum of two times per semester, in addition to the classroom observation and professional review meetings, to review:
 - Curriculum and/or proposed changes to curriculum
 - Quality and alignment of respective instructor courses with other full-time faculty and adjunct
 - Quality and alignment of courses taught face to face
 - Quality and alignment of courses taught via multiple modalities
 - Scheduling classes to meet student needs
 - Student Success in respective classes:
 - Course retention/completion rates from previous semester
 - Any unusual withdrawal rates from previous semester and/or current semester
 - Communication efforts/techniques with students
- Classroom observation of full-time and adjunct faculty face-to-face classes as a component of professional review
 - Adoption of classroom observation rubric
 - Development of timeline and process for classroom observations of full-time and adjunct faculty
 - Revision of faculty evaluation policy to include classroom observation as a component of the professional review
- Focus on the completion and awarding of Occupational Skills Awards (OSA) in all technical programs
- Continued focus on OER and Inclusive Access to provide a lower cost to students.

Instructional Services – Shana Drury, Vice President

- Geared up for the following events:
 - Staff Development
 - Faculty Development
 - Registration
 - Fall classes began Aug. 20
 - Schedule changes
- Onboarding of new instructors
- Worked with area ISDs regarding dual credit enrollments
- Attended Chap Orientation
- Held successful LVN and Surgical Technology pinning ceremonies
- Held Career & Technical Education faculty meeting
- Attended Workforce Solutions North Texas meeting
- Partnered with Grayson College for a TRUE grant to provide scholarships for HVAC, Welding, and Electrical Engineering.

Student Services – Dr. Criquett Chapman, Vice President

Highlights in August:

Dean – Housing & Marketing/Recruiting

- August 1 - Leaderfest Wichita Falls
- August 2 – VC Volleyball moves into the dorms
- August 4-8 – Welcome back road trip to service area high schools delivering Vernon College branded goodies
- August 5 – Vernon Boys and Girls Club Back to School Bash
- August 6 – Chaparral Orientation
- August 14 – VC Staff Development
- August 15 – Dorm move-in Vernon
- August 18 – Registration
- August 20 – “DONUT get lost” at CCC – breakfast and helping students find their class

- August 20 – Dorm Orientation
- August 25 – Madison Kretzmer installed as an Honorary Commander at SAFB
- August 25 – Sweet Treat shaved ice on the Vernon Campus
- August 26 – SAFB Career Fair
- August 25 & September 4 – Voter Registration tables at CCC
- August 26 & 27 – Voter Registration tables at STC
- August 25-28 – Voter Registration tables on the Vernon Campus

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
- Julie Lama delivered Meals on Wheels
- Maria Servin and Colleen Moore met with Jeanne Ballard about Financial Value Transparency/Gainful Employment reporting
- Colleen Moore and Criquett Chapman processed Summer 2025 graduates
- Admissions/Registrar and Testing attended Staff Development
- Colleen Moore participated in the AI Panel Discussion at Staff Development
- Colleen Moore and Maria Servin presented at Faculty Development about Element451
- Admissions/Registrar and Testing worked hard at Final Registration and all week to get students admitted and tested
- Admissions/Registrar worked with Roxanne Hill to get student emails created same day Final Registration – Add/Drop
- With the assistance of the Admissions/Registrar team, Colleen Moore turned in Volleyball eligibility to Athletics
- Maria Servin submitted and certified CBM00A and CBM00C for Quarter 3
- Ashley Burnham and Amanda Luevano administered over 280 tests in the Testing Centers! Tests administered: TSI, TCEQ, NREMT, TCFP, TCOLE, CLEP, GED, and Next gen
- Ashley Burnham and Amanda Luevano entered scores in Element451 and Colleague

Financial Aid

- Posted August Financial Aid Blog informing students on the top 3 things college students need to do before leaving for college such as making sure your school has your financial aid package ready for you.
- Preparing for completing FVT/GE for 2022 & 2023 along with 2024 data.
- Completed the 2024-25 FADB 2 assessment activity report.
- Updated Satisfactory Academic Progress to include transfer credits into Pace of Completion and 150% Maximum Timeframe which will limit the manual process of the financial aid office manually calculating.
- Completed Summer 2025 Satisfactory Academic Progress review and notified students to view their SAP status in MyVC/Financial Aid.
- Provided financial aid information to Nursing Orientation for AND & LVN Students.
- Reviewed 122 students on the fall cancellation list. Our office called students to finish their financial aid files, accept loans, entrance counseling, and MPN. The efforts saved 21 students from being dropped for nonpayment.
- Compared to this time last year, FAFSA applications have increased from 2560 to 2575. Percentage of students awarded decreased slightly from 62% to 60%. This decrease is still being affected by the removal of the housing arrangement question that has been deleted from the FAFSA.
- Jeanne Ballard delivered Meals on Wheels.
- Numerous Facebook & Instagram posts encouraging students to apply for financial aid, register for fall classes, notification of Summer Satisfactory Academic Progress, payment deadline dates and notification of Fall disbursement dates

Student Success

- Program Spotlight: Academic Advising
Academic advising is a required component each semester for students enrolled in academic courses at Vernon College. Advising is tailored based on a student's program of study or type:
 - Career and Technical Education (CTE) students receive guidance directly from their program coordinators.
 - General studies/transfer students and those pursuing prerequisites for Nursing and Surgical Technology are assigned a Student Success Specialist for advising.
 - Dual Credit students are advised through a partnership between their high school counselor and Vernon College's Dual Credit Coordinator.

Students are encouraged to meet directly with their assigned advisor to ensure personalized and effective guidance. In addition, Walk-in Advising is available Monday through Thursday and is frequently utilized by brand-new students for initial support and course planning and quick changes students need to make.

- Student Success Specialists:
 - Our yearlong program for first generation college students, I'm First – VC, had 21 students sign contracts for the 25-26 school year, 7 in VER and 14 in CCC.
 - Completed an internal audit of all courses registered in
 - Last Chaparral Orientation held on Aug 6th at VER.
 - Final Registration was held on August 18th at both VER and CCC.
 - Class schedule changes were done Aug 20th – 22nd.
 - Meet with Watermark and Runbiz to move advising appointments into Watermark's Student Success and Engagement (SS&E) on Aug 26th.
 - First I'm First-VC meeting was Aug 27th in VER and 28th in CCC.
- Veterans Affairs Benefits:
 - Completed VA Education Benefits and TX Hazlewood certifications for 114 VC academic students.
 - Valerie Whitten and Madison Kretzmer (Tiedman) attended the Honorary Commander Kickoff at Sheppard Airforce Base on Aug 25th.
 - Attended the Career and Education Fair at Sheppard Airforce Base on Aug 26th.
- Dual Credit:
 - Visited Benjamin ISD on August 12th
 - Visited Henrietta ISD on August 18th
 - Held three DC Compass, orientations for new dual credit students:
 - 29 attending at VER on Aug 13th
 - 138 attending at CCC from WFISD on Aug 15th
 - 58 attending at CCC on Aug 18th

Police

- Prepared the officer schedules for the month of September.
- 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 September:

- September 3 – handing out VC merch at the volleyball home opener
- September 4 – onsite at IPHS
- September 5 – onsite at Windthorst HS
- September 8 – onsite at Memorial HS
- September 9 – onsite at Vernon HS
- September 9 – 2nd Chance Job Fair
- September 9 – Vernon Student Activity – Chappie's Nest game night
- September 10 – onsite at Quanah HS
- September 11 – onsite at Burkburnett MS
- September 12 – onsite at City View HS
- September 13 – onsite at Quanah Fall Festival
- September 15 – onsite at Memorial HS
- September 15 – Vernon Student Activity – nighttime trike races

- September 15 & 16 – Trellis Foundation Conference in Austin
- September 17 – onsite at Big Pasture HS
- September 17 – WF Chamber meeting
- September 22 – TACRAO fair at Region 9
- September 24 – Knox County College Fair at Munday
- September 24 – MPEC 8th grade College Fair
- September 24 – Vernon Student Activity – spike ball
- September 26 – onsite at Vernon HS College Fair
- September 30 – onsite at Iowa Park JH

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

Business Offices

- Working with all students to collect payment or get payment plans set up.
- Posting sponsorships on student accounts.
- Updated the financial KPIA.
- Met with bookstore to address challenges associated with new term.
- Successfully worked with Southern Market to get a micro market live at CCC.
- Participated in SoftDocs training.
- Participated in a successful staff development.
- Communicated with SAFB regarding tuition assistance for active duty students.
- Bids for the Depository Bank agreement were taken this summer. After looking at information from interested parties, the board approved a 2 year extension with Herring Bank during the August Board meeting.
- The 2025-26 budget has been load into Colleague for use.
- Participated in SoftDocs training and discovery sessions.

Physical Plant

- Dorm renovations have come to a close at the Vernon location. Maintenance and custodial crews worked very hard to move furniture and appliances back into dorms and clean up after the construction crews. This was a major improvement for our campus this summer and we are thrilled with the outcome.
- Replaced dewatering pump in the training room.
- Retailed classroom 402 at CCC, as well as offices in the 400 hallway. All were also repainted.
- Moved cosmetology lockers into room 402
- Turned old cosmetology offices at CCC into class/labs for pedicures, facials and manicures.
- Stripped handicap ramps at CCC of old paint and will redo.
- Tankless water heaters were flushed in Wichita Falls.
- Replaced tennis court nets
- Patching roof leaks, when possible, at CCC.
- We are also getting quotes for replacing the roof at this location.
- Grease trap in the VC Café has been inspected and permit renewed.
- Continued AC repairs, including softball & baseball areas and King gym.
- 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

- Employment
 - Amber Atha, Assistant Softball Coach, Vernon Campus, effective 9/1/2025
- Resignations
 - Abbigail Bates, Assistant Softball Coach, Vernon Campus, effective 7/31/2025
 - Kadence Loper, Assistant Volleyball Coach, Vernon Campus, effective 7/31/2025

- Michelle White
 - Submitted at-will, coaches, classified and administrative contracts to payroll
 - FINALLY have ALL contracts in
 - Updated all Classified position job descriptions that have been submitted
 - New hires – 21 people
 - 8 adjunct faculty
 - 3 full time
 - 5 part time
 - 5 student
- Jackie Polk
 - Arranged Voya visit to both campuses
 - Michelle White, Mindi Flynn and I met with Roxie Hill to discuss the onboarding process
 - Met with Globe Life representative
 - Collected all 2025-2026 contracts
 - Sent out sick bank enrollment requests
 - Working on Benefits Bash for Sport's Day

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

VC IT Department

- Meetings
 - Weekly Colleague Team LEAD
- Facility Requests

Special thanks to the Maintenance department for assistance moving equipment for us!

 - Staff Development was held on the Vernon campus on 8/14, the request was made for audio and visual equipment to be set up in the King Gym by Elizabeth Gonzalez. Elizabeth and Dylan Guerrero were available for support during the event and removed equipment after the event.
 - Nursing Department held Nursing Orientation on the Vernon Campus on 8/20 and requested audio and visual equipment to be set up in the auditorium. Support was provided during the event by Elizabeth.
 - Housing Orientation was held 8/20 in the King Gym with support of the audio equipment prior to the event.
- Tech Support
 - Dylan was available for the Dual Credit Orientation held at Century City Campus on 8/19.
 - Elizabeth was available for the Dual Credit Orientation held at Century City Campus on 8/19.
 - Information Technology Support Labs were held on 8/20, 8/21 and 8/25 on both Vernon campus and Century City Campuses.
- Training
 - Canvas session presented by Crystal Tate at the Century City Campus on 8/8.
- Projects
 - 2024-2025 Computer/Laptop Replenishment is in progress for the Vernon campus, Century City Center and Skills Training Center.
- VC Birthday Club
 - For the month of August, seven full-time employees have been recognized and presented with a card and small gift to celebrate their birthdays.
- Help tickets submitted for August – (527) *with 100% Satisfaction Score*
- Quality Enhancement Resource Inventory
 - Two laptops were loaned to the Admissions & Records office during Fall Onsite Registration on 8/18 on the Vernon campus.
 - Two laptops were loaned to the PASS Department during Fall Onsite Registration on 8/18 on the Century City Campus.
 - One laptop was loaned to the Library Department for use during the Library Open House held on 8/29.

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

- Compiled data for Eligible Training Provider Student Data Report
- Completed data request for Instructional Services (Faculty Success)
- Completed data request for Institutional Advancement (Michelle Alexander)
- Completed DataBlock Designer ARGOS training
- Completed QEP Discovery sessions at Fall KickOff
- Updated KPIA dashboards
- Updated website content
- Compiling data for Clearinghouse PDP implementation
- Transferring SACSCOC documents from Anthology to Watermark
- Updating narratives from prior 10-year to current SACSCOC standards
- Working on SACSCOC on-site evaluator committee narratives

Institutional Advancement – Michelle Alexander

- The annual Employee Giving Campaign is underway
- Callee Serrano assisted with the DC Compass Dual Credit Orientation on the Vernon campus
- Callee attended a Blackbaud webinar about mastering emails through RENXT and consent management.
- Preparing for Blackbaud Award Cycle Management, closing out 2024-2025 and getting ready to open the 2025-2026 General Scholarship Application on October 1.
- Michelle Alexander participated in the North Texas Area United Way Board Meeting, August 8 as Chairman of the Board.
- Michelle participated in the Wichita Falls Arts Council Board Meeting, August 26.
- Michelle led the CASE 2025 Federal Funding Task Force Kickoff and Training session, August 27.
- Working on 2024-2025 scholarship report letters.

Athletics – Jason Jenkins

- WELCOME BACK EVERYONE! Lots going on over all the campus'. Same in the Athletic Department. We ended up with good numbers for the fall of 2025. 118 total student-athletes. 17 volleyball players, 31 rodeo athletes, 41 baseball players and 29 softball players. We also have 4 student athletic trainers on the Vernon campus.
- Volleyball is on the go! Literally! No home games until September 3. They have gone to Dallas a couple of times, Borger, TX, back to Dallas, down to Snyder, off to Blinn and then back up to Dallas before playing at home. Road warriors. Lots of good things to see on the court this fall. Coach Thomas has several returning players, in very key spots. Cloey Dress our returning setter is ready to lead the way and get the offense going. Trinity Williams in the middle, solidifies a very tough blocking front line. TaNia Penn will pace the offense after coming off a strong freshmen season swinging from the outside.
- Rodeo will also hit the ground running. However, the NIRA Southwest Region has split and now Vernon College is part of the Lone Star Region. This means more of our student-athletes will have chance at getting to the CNFR later in June. It also means our home rodeo will only be two days instead of three. Our home rodeo will be November 7th and 8th. Come see these great athletes compete.
- Baseball and softball both, have been hard on the recruiting trail. Baseball had several potential Chaps backout very close to school starting but Coach McIntosh and Coach Wyatt have found replacements that may be even better. Coach Lipscomb is even adding one that came very late but is coming from a school in West Virginia. Along with the player, the coach of that player, will also be heading for Texas. Amber Atha will be the new Assistant Softball Coach and brings a stadium full of experience and knowledge.
- The athletic training room has been busy as well but not in the way you think. Getting inventory completed and putting together the order for medical supplies has kept the staff busy. Inputting medical records into the computer, creating files and cleaning have been an ongoing process.
- Schedules will be posted shortly. If you would like one please contact Jason via email and let him know what sport you would like. Come see and support these student-athletes while they represent Vernon College.

DRJ Comments

- A significant issue faced by higher education is information security and cyber security. These issues continue to drive many important decisions. One aspect that we implemented has been multifactor authentication. I appreciate you adapting to this important aspect of information security.
- I appreciate all of the time, energy, and effort to advise and register students. Thanks to all.
- I wish each of you a tremendous start to a very successful semester at Vernon College.
- Please contact me with any input or questions at:
 - drj@vernoncollege.edu
 - Office – 940-552-6291 ext. 2200
 - Cell – 940-261-0060