

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

- As the legislative appropriations process has begun, there has been a wide array of discussion about HB 1 and SB 1 and the impact on community colleges and especially the direct impact on Vernon College. After being in Austin for several days, I am certain that everything is still up for discussion, but there will be significant reductions to all state agencies. A summary of significant reductions to all community colleges includes:

	HB 1	SB 1
Instructional formula funds	-7.7%	-10.5%
Small school supplement	-6.9%	-9.7%
Group health insurance	-82.3%	-38.6%
Retirement funds	-44.2%	-43.0%

Both bills include no funding for enrollment growth which is estimated at 21.7% for all community colleges. A specific picture of this impact is that at the beginning of the 2010-2011 biennium, the average contact hour funding was \$7.11. After the reductions during the biennium, the average contact hour funding became \$6.55. In the current proposed budgets, the average contact hour funding in HB 1 is \$5.55 and \$5.39 in SB 1. As these proposed reductions in appropriations become reality, each institution will have to make hard decisions in regard to budget reductions and possible tuition, fee, and tax increases.

The specific impact to Vernon College, based on the HB 1 and SB 1 proposals, is a reduction in current funding ranging from \$750,000 to \$1.1 million per year. A key point is that this is in addition to the current biennium reductions which totaled \$823,377 over the two years of the biennium. The current Vernon College budget continues to be scrutinized for reductions as we begin the budgeting process. Tuition and fee increase proposals continue to be evaluated as well as the College works to move forward as we absorb these state appropriation reductions.

The Texas Association of Community Colleges and the Texas Community College Teachers Association have taken a very strong stand on all reductions, but are especially emphasizing the concerns in regard to group health insurance funding and retirement program funding.

- The planning cycle is really beginning to gel at Vernon College. Everyone is working hard to produce solid plans for the different components of the College. College faculty and staff are currently working toward accomplishing plans that we developed last spring for the 2010-2011 annual action plan. We will also finalize plans in February that will produce the 2011-2012 annual action plan. At the end of the semester and into the summer, we will be working to finalize the 2010-2011 annual action plan by assessing what has been accomplished during the year toward meeting annual action plan expectations. A primary point is that the annual action plan we produce for 2011-2012 will be important as we begin to develop the budget for 2011-2012.
- Construction and renovation projects are moving along very well. The Skills Training Center renovation is 99% complete. Two punch lists were done in December and January and all of the little things are being followed-up on and completed. It is a very impressive renovation. The Police Academy and criminal justice program has relocated to the facility. Classes are being conducted. Leadership Wichita Falls was the first group to use the new multi-purpose conference room. The baseball field renovation/expansion is moving along well. It is approximately 80% complete as we are getting into the smaller parts of the construction. The project manager assures us that we will meet our expected deadline for completion which is February 15. Rick Sims and his crew are working hard on the schematic, blueprints, and specs for the Century City Center renovation. We are watching the timeline that he handed out at the December meeting. Bids should be accomplished in May and construction should start in early June.
- The college effectiveness committee, Betsy Harkey, and I have been working on the Key Performance Indicators of Accountability (KPIAs) for over a year. The goal is a clear presentation of data that represent key performance

indicators of accountability or key measures that tell the story of how well we are doing as a College. A presentation of the KPIAs was made to all employees on January 10 and another presentation was made to board members at the January 19 board meeting. This data will continue to be very important as we tell the success story of Vernon College students. The need for this type of data and the use of this data for improvement was highlighted at the Texas Community College Administrators and Trustees conference this past month in Austin.

Instruction – Dr. Gary Don Harkey

- **Shana Munson** recently attended a board meeting of the Texas Association of Career & Technical Educators (TACTE) in Austin.
- **Dina Neal** served on the Nominating Committee and also served as Chair of the Psychology section meetings during the Annual Convention of the Texas Community College Teachers Assn. (TCCTA) held in San Antonio.
- **Beth Arnold** and **Mary Anderson** recently attended the Scott & White Health Symposium for Nurse Practitioners and Clinical Nurse Specialists in Temple.
- Representing Vernon College at the Annual Convention of the Texas Community College Teachers Association (TCCTA) which was held in San Antonio January 28-29 were **Cathy Bolton, Paula Brogdon, Gary Don Harkey, Darlene Kajs, Linda Kalski, Lynn Kalski, Chad Mueller, Dina Neal, Mike Ruhl, Dianne Shipley, Andy Todd, and Gina White.**
- The Vernon College Vocational Nursing Program received commendations from the Texas Board of Nursing for their **94.85% pass rate** for first time PN candidates on the NCLEX examination during 2010! The 2010 national average was 87.06% while the 2010 Texas state average was 88.68%. Additionally, of the 50+ public institutions in Texas offering LVN programs, only 6 graduated more students than did Vernon College in 2010. Congratulations to Director **Lynn Kalski** and LVN faculty members **Mary Jane Batchelor, Marla Divine, Sue Fitzwater, Zela Haney, Tom Hickey, Kathy Nault, Rilda Novak, Dennis Peterson, Della Porter, Pam Rotz, and Cassie Shaw** for a job well done!

Student Services/Athletics – John Hardin, III

- Baseball – waiting to see how weather will delay construction - this week's games cancelled
- Softball – trying to practice – game schedule changing due to weather
- Volleyball – off season rehab for current players, recruiting and signing players for next year
- Rodeo – attempting to practice at Wilbarger Event Center due to weather
- Athletic Training – currently rehabbing 5 post surgical athletes
- Student Activities – weekly student activities, preparing for SGA State Convention in April
- Counseling – cultural diversity programming and preparing for Agency Breakfast
- Testing – GED date moved to Feb 16, rescheduling missed appointments from weather
- Student Relations – visiting all Service Area schools and planning Transfer Fairs for CCC and Vernon
- Security – creating usage guidelines for installed cameras

Admissions, Records & Financial Aid/Registrar – Joe Hite

- Submission of Pell, Direct Loan and Title IV program disbursements
- Currently issued over 2,400 student financial aid award letters for 10-11
- Continued packaging of 10-11 financial aid applications
- Creating 11-12 forms
- Preparing to start processing 11-12 FAFSA applications
- Completing financial aid high school night presentations
- Continuation of application processing and mailing Admission Status letters for spring
- Scanning admissions documents into Docubase for advisor use
- Campus Connect Registration begins for Spring II on February 10 for returning students with 30 or more VC hours.
- Certification of official class rosters for Spring and Spring I.
- Mid-terms reports due back from instructors and letters to be sent out on February 14 (Happy Valentine's Day).
- Working on CBM001, 004, 00C, 00A and 008 for second CBM reporting period. Certification due February 21.

Finance/Administrative Services/Physical Plant – Garry David

- Business Offices – Registrations at all campuses went very smoothly
Working on student refunds of excess financial aid
W-2's and 1099's have been sent out to all employees and vendors
- Bookstores – Spring book sales were strong – comparable to last year
- Facilities – Vernon – Working on baseball fieldhouse remodel
Digital marquee sign installed at North East entrance – Thanks to Dr. King family and friends for the donations
- Facilities – Wichita Falls – Waiting on final punch list for Skills Center remodel – looks very good
Beginning the process of moving excess stuff out of the north side of Century City building to prepare for remodel
Adding A/C unit to the computer room to deal with overheating problem

Special thanks to John Mahoney, Gary Hart and several members of their grounds crew for their efforts in clearing snow and ice from parking lots and sidewalks during our recent winter storms.

College Effectiveness – Betsy Harkey

The College Effectiveness Committee met on January 31, 2011. A major agenda item was the discussion and approval of Long Term Objectives for 2011-2015. The Long Term Objectives are:

- Allocate available funds to diligently utilize fiscal, physical, human and technological resources
- Improve retention and completion rates of Vernon College students
- Enhance recruitment efforts to increase enrollment
- Develop additional academic and technical program opportunities
- Increase student support services to meet the needs of the Vernon College service area
- Ensure opportunities for professional development and support for faculty and staff
- Create opportunities for community utilization of campuses
- Support appropriate physical facilities to ensure the College meets its stated mission
- Heighten security efforts on all college campuses
- Provide the technical infrastructure to adequately support student learning, institutional improvement and employee functions
- Strengthen the College's planning and assessment activities to ensure accountability, student learning and institutional improvement.

College Effectiveness Committee members also discussed the importance of ensuring that they are establishing and following a process to share meeting information throughout the College community in order to keep all informed and to provide opportunities for input and feedback.

Institutional Advancement – Michelle Alexander

- The Vernon College Online Auction will be February 23-25. Bid High and Bid Often!
- Working on Softball and Baseball Media Guides
- Michelle A. Alexander, Christie Lehman, LeAnn Jordan and Jim Binion will be attending Raiser's Edge Training February 14-18 in Austin.
- A total of 425 applications have been received through the STARS on-line Scholarship Application System to date. The cutoff deadline is **March 1**.

Quality Enhancement – Criquett Lehman

- Congratulations to the newly selected 2011-2012 QEP Pilot Participants! Brandi Ballard, Director of Student Relations; Stacy Lallmann, Student Billing Accountant; Margaret Patin, Mathematics Instructor; Angela Walker, PASS Center Coordinator; Michelle Wood, Director of Continuing Education
- The Community College Faculty Survey of Student Engagement (CCFSSE) will be administered at the end of this month. The QEP Implementation Committee chose February 28th as the date to begin administration. This will give faculty 2 weeks prior to Spring Break to complete the online survey. Those faculty members who correspond with the classes that will be surveyed with the Community College Survey of Student Engagement (CCSSE) in April will be asked to complete the CCFSSE.

Invitations to faculty will be emailed directly from CCSSE and 100% participation is needed to ensure accurate data.

Human Resources – Haven David

- Personnel Actions – Holli Reyna – hired as Assistant Volleyball Coach/Residence Hall Assistant – Vernon
-Hire additional custodian for CCC/STC through the temp agency – Jamie Kocher
- Angie and I attended Softchalk training with Crikette Lehman
- Completed the HR portion of the IPEDS report
- Completed College Organization Catalog updates
- Attended TASB Workers Compensation Webinar training
- Held Social Security meetings at Century City with Jennifer Whitehead on January 24th
- Completed Insurance Enrollment Report
- Angie sent out 2011 evaluations

DRJ Comments –

- March 1, 2011 will be the completion of two years of my opportunity to be the president of Vernon College. I am extremely proud and appreciative of the great amount of hard work that has taken place the past 23 months. I see tremendous evidence of improvement and strengthening of processes and of functions. I appreciate your attitude, your willingness, and your tenacity as we have moved forward and continue the work that has been started with:
 - Registration processes
 - Financial aid processes
 - Academic Advising/course scheduling
 - Retention/Completion efforts
 - Facilities—STC, CCC
 - College Effectiveness
 - Planning Process
 - Long Term Strategic Goal process
 - SACS five year report follow-up
 - Assessment Calendar
 - Reporting Calendar
 - Key Performance Indicators of Accountability
 - Emphasis on evaluations/personnel reviews
 - Instruction
 - Program review and improvement
 - Division chair work
 - Dual Credit monitoring and follow-up
 - Distance learning
 - Course schedules
 - Communication
 - Administrative Team and President’s Team meetings
 - Division Chair meetings
 - Advisory Committee meetings
 - Division meetings
 - College Update

All of this is very good and I am personally very please. These improvements are good for the students, the college, the communities, and our employees. We must continue to follow-up and to continue to enhance all activities and functions. I look forward to working with each and every one of you as we do our best for Vernon College.

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