

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

- The legislature is continuing to discuss House Bill 1 and Senate Bill 1 including several amendments as the appropriations bill eventually moves to the conference committee. The three big items for Vernon College are the appropriations for the instructional formula, appropriations for employee group insurance, and appropriations for employee retirement programs. The impact to Vernon College is estimated to be a total loss of \$850,000 to \$1.3 million dollars per year for the three appropriation areas. This estimate has increased because when the House amended its bill to include the four previously unfunded colleges, the funds came by prorating an amount from the other 46 institutions. At this point, a good estimate would be somewhere in the middle but probably more to the high side since the \$1.3 million represents the House bill and the House seems to be driving the appropriations bill at this time. In the early stages of the budget development process, the \$1.3 million reduction is driving the budget development.
- The approved increase in tuition and fees for 2011-2012 coupled with budget reductions and cost efficiencies will be important as the 2011-2012 budget is developed in attempt to meet the needs of Vernon College students, communities, and employees. The effort of all faculty and staff in the budget development process is very important and appreciated.
- The plans for the renovation of the Century City Center are in the final phases of development. The goal is to take bids in June and begin renovation in July.
- Several Vernon College Board of Trustee members will be attending the Governance Institute for Student Success facilitated by the Association of Community College Trustees and the UT Community College Leadership Program in Ft. Worth July 31- August 2. The conference will provide a unique opportunity to engage trustees and presidents in the national agenda to accelerate degree completion and improve outcomes for community and technical college students.
- Vernon College has been working with the Wichita Falls Chamber of Business and Industry, area high schools, and others for the past year in preparing to implement training and testing for a nationally recognized Career Readiness Certificate (CRC). The CRC, issued by ACT, is a portable, evidenced-based credential that measures workplace skills and is a reliable predictor of workplace success. Among its use by employers are screening, hiring and promotion, and targeting employee training and development. Vernon College is considering waiving the application fee for any potential student who possesses the credential as one method to encourage the credential in the workplace and the community.
- The VC Board of Trustees approved an Internal Posting policy for positions at the College. Most positions will still be posting locally, regionally, and nationally when needed. Certain positions when requested by the supervisor and approved by the president will be posted only for internal applicants (current employees). Once the applicant pool is considered, the decision will be made to either fill the position or to post externally. All other components of the hiring process remain the same.

Instruction – Dr. Gary Don Harkey

- **Shana Munson, Sharon Winn, and Romona Vaughn** recently attended the Texas Association of Career & Technical Educators (TACTE) Spring Conference in Austin. While there Sharon attended workshops on Perkins Funding and Romona attended the Tech Prep Directors meetings. Shana continues to serve on the TACTE Board.
- **Student Evaluations of Instruction** were completed during the month of April with 2769 students in 148 courses taught by 99 instructors having the opportunity to provide input. Results will be available in late May.
- The annual **VC Honors Convocation** was held on April 15th at the Wilbarger County Auditorium. Thanks to all VC instructors who participated and special kudos to Student Services for another outstanding job!
- The **Surgical Technology Student Assn. (STSA)** under the direction of Program Coordinator & Instructor **Jeff Feix**, held their annual Garage Sale fund raiser on April 9th. They received a record number of donations and raised \$2000.00, which is also a record for this annual event. They followed that up with a Hot Dog Lunch fundraiser @ CCC on April 28th. Proceeds from these fundraisers will be used to fund the groups' trip to the 2011 National Convention in San Francisco.
- The **Chaparral Singers**, under the direction of **Ian Yeung** had a busy April. On April 12th they participated in Choral Fest 2011 at the First Presbyterian Church in Vernon. They followed that up with an appearance at the VC Scholarship Banquet on April 26th, and finished out the month by performing at the Vernon Main Street Dedication ceremony on April 29th. Great job!
- Math Instructor **Margaret Patin** recently attended the Annual Developmental Education Forum hosted by the North Texas Community College Consortium and Tarrant County Community College in Arlington.

- A packed house was on hand for the Phi Theta Kappa Induction Ceremony on April 21 at the Century City Center. **Dr. Bradley Beauchamp & Teresa Ramos** serve as sponsors for the organization which is the largest scholarship/leadership national organization for students of two year colleges.
- The **Vernon College Current Issues Film Series** presented a screening of *Waiting for Superman*, the highly controversial and much awaited documentary by Davis Guggenheim on April 18 at the Century City Center. In *Waiting for Superman*, “Davis Guggenheim examines the breakdown of the American public school system. Guggenheim examines the causes of this educational epidemic and attempts to offer solutions to help put the system back on track”. This third installment in the Spring 2011 VC Film Series was presented by **Jason Scheller** and was well attended with over 75 participants, the majority of whom stayed after the showing for discussion of the film.
- **Deana Lehman**, Director of Special Services, recently gave a presentation at the Association on Higher Education and Disability (AHEAD) Texas State Conference in Houston. Her presentation, *Shooting from the Hip: Doing More with Less*, was well attended with over half of the conference participants attending her presentation.
- English Instructor **Misti Brock** and her students sponsored the second annual Great American Bake Sale on Friday, April 29. Proceeds from the event benefit *Share Our Strength*, a national organization with the goal of ending childhood hunger in America by 2015. This year, they raised over \$500 through community and college-wide donations.
- ADN Instructor **Andy Todd** recently attended the SUN conference on simulation manikins for instruction in Dallas.
- The **Vernon College Theatre Ensemble**, under the direction of **Jack Williams**, did an outstanding job in their presentation of *Frankenstein*. The 3 night run was extremely well attended and thoroughly enjoyed by the audience. The cast, crew, and director are to be commended for their efforts!
- The graduation ceremony that was held on April 25th at CCC for graduates of the **VC Dental Assisting** program was well attended. Family and friends of the 14 graduates filled room 201 to capacity.

Student Services/Athletics – John Hardin, III

- Student Services- Athletic Banquet May 2, reviewing all internal publications for Student Services
- Student Relations- tours and appointments, updating reporting requirements to meet or exceed federal standards
- Housing- inventory report, preparing for check out
- Softball- finished the season and honored sophomores at last game
- Baseball- finished season 5th place in conference. May 1 “work out with the Chaps” Relay For Life fundraiser
- Volleyball- heavy recruiting at statewide tournaments
- Rodeo- men’s team in 1st and headed to nationals, women’s team in 5th, Bobby Scott named Southwestern Regional Coach of the Year
- Student Activities- finals breakfast May 9th, working on new marquee
- Security- working to integrate cameras into overall security plan
- Counseling- athletic advising complete, heavy advising for summer and fall
- Athletic Training- Inventory and collected supplies assigned to athletes, NATA conference in June
- Testing- heavy testing and instructional testing schedule for finals secured

Admissions, Records & Financial Aid/Registrar – Joe Hite

- Submission of Pell, Direct Loan and Title IV program disbursements
- Currently issued over 2,500 student financial aid award letters for 10-11
- Continued packaging of 10-11 financial aid applications
- Processing 11-12 FAFSA applications – have over 550 ready to award
- Preparing for Second Scheduled Pell for Summer
- Working on QEP projects
- Financial Aid webpage has been updated
- Consumer information pages being updated in preparation for consumer information letters
- Spring Financial Aid Newsletter posted on VC homepage
- Completed Spring IPEDS Reports
- Attended SCPUG Conference in Little Rock – Sarah, Melissa, Lana
- Continuation of application processing and mailing Admission Status letters
- Scanning admissions documents into Docubase for advisors and CSAs
- Working on May 14 Graduation Ceremony and preliminary degree audits
- Preparing information for May 14th Commencement Program
- Confirmed Caterer and Pianist for Commencement Ceremony
- Confirmed use of Wilbarger Auditorium for Commencement Ceremony
- Phone counseling with students concerned about completion of degree requirements
- Preparing Commencement information letters for 2011 graduates

- Working with diploma printer for updated diplomas
- Set up Summer term for Campus Connect (online) Registration
- Input Summer Course Schedule into POISE
- Set up Fall term for Campus Connect (online) Registration
- Finished inputting Fall Schedule into POISE
- Input unsatisfactory progress for Spring II semester and mailed out mid-term letters
- Opened Campus Connect Registration for Summer 2011 and Fall 2011 (April 25, 2011)
- Summer Continuing Education registrations (Kid's College and Motorcycle classes in full swing)

Finance/Administrative Services/Physical Plant – Garry David

- Business Offices –
 - Stacy, Mindi and Margaret attended POISE User Group conference in Little Rock; lots of good info on general ledger and student billing
 - Moving Wichita Falls banking from Citibank to new Herring Bank location so that all accounts are now with Herring
- Bookstores –
 - Still returning books to vendors
 - Finalizing text book adoptions for fall
- Facilities – Vernon:
 - Should get final punch list on baseball facilities remodel sometime this week
 - Mowing and planting flowers – campus looks great
 - Had to cut down one tree on North side of Osborne building due to damage from the April 15th hurricane
- Facilities – Wichita Falls:
 - Small water leak and fire control panel issues in the new meeting room at Skills
 - Relocating HVAC and Police Academy classrooms
 - Clearing out North side of building to get ready for remodel
 - Mowing and planting flowers – campus looks great

College Effectiveness – Betsy Harkey

- The College Effectiveness Committee met on April 18, 2011. Some of the agenda items included:
 - Betsy Harkey provided a 2011-2012 planning process update.
 - The Institutional Improvement Plan was reviewed for additions and approved by the committee.
 - Jim Binion reported that the Technology Committee was scheduled to meet on April 21 to review the Technology Plan.
 - The 2011-2012 Annual Action Plan will be presented to the Board of Trustees in May.
 - Committee members were asked to review the current Planning Calendar and make suggestions for improvement.
 - Key Performance Indicators of Accountability data resources were reviewed to determine a schedule for inclusion in the Annual Assessment and Report Calendar.

Institutional Advancement – Michelle Alexander

- We will begin our new advertising cycle at Sykes Center Mall this month.
- We are preparing a new TV commercial that will air this summer.
- The Vernon College General Catalog has been sent to the printer.
- More than 140 people attended the annual Vernon College Scholarship Banquet; all were very complementary about the event.
- The Vernon College Foundation met for their quarterly meeting on April 22.

Quality Enhancement – Criquett Lehman

- Vernon College was featured in the [Texas Small Colleges Bulletin](#) which is published by the Center for Community College Student Engagement. The article highlighted the creation of the Quality Enhancement Resource Inventory through VConnected. Click the link above to read the full article.
- In a continued effort to share student engagement data, the Office of Quality Enhancement will be providing “[Student Engagement Data Facts](#)” on a monthly basis. The first Data Fact is a comparison of the CCSSE benchmark “Support for Learners” for the years 2004-2009.
- Thank you to all faculty who participated in the Community College Faculty Survey of Student Engagement (CCFSSE). Vernon College reported an 88.7% response rate.

Human Resources – Haven David

- Personnel Actions -
 - Hired Mike Hopper – Coordinator of Protective Services -STC
 - Travis Maddin & Gail Newton turned in Retirement notices for May 2011
 - Hired Custodial Technician for CCC/STC through temp agency
- Met with Catastrophic Leave Committee on March 30, 2011
- Reappointment Letters have been sent out to all reappointed employees
- Updated several forms and created a Corrective Action Report
- Updated salary schedules and employee salaries for 2011-2012 for budgeting
- Attended WFHRMA Meeting in Wichita Falls
- Accepting applications for LVN Instructor – Wichita Falls, Culinary Arts/Hospitality Instructor - CCC & Student Services Secretary - CCC

DRJ Comments –

- Graduation is coming up on May 14 and it has been another fast and furious year at Vernon College. I appreciate each of you as you continue to strive to ensure that Vernon College is effectively and efficiently meeting the needs of our students, communities, and employees.
- The first draft of the budget will be presented to the board on May 18. I can assure you that it is being scrutinized from every angle and with many sets of eyes. I appreciate all faculty and staff effort that has gone into this budget during this unprecedented legislative time. We will finalize the budget once the appropriations bill is finalized this summer.
- Please feel free to contact me at:
 - drj@vernoncollege.edu
 - Office—940-552-6291 ext. 2200
 - Cell-----940-261-0060