

MINUTES

Regular Meeting BOARD OF TRUSTEES

Vernon College May 16, 2012

The Board of Trustees of Vernon College met on May 16, 2012 at 11:30 a.m. in the Board Room of the *Osborne Administration Building* with the following present: Mr. Gene Heatly, Chairman, Mr. Norman Brints, Secretary. Other board members in attendance were Mrs. Vicki Pennington, newly elected members Mr. Irl Holt and Mrs. Joanie Rogers. Absent were Mr. Bob Ferguson, Vice-Chairman, and Dr. Todd Smith.

Others present were Dr. Dusty Johnston, President, and Deans: Mr. John Hardin, III, Mr. Joe Hite, and Dr. Gary Don Harkey. Also present were: Ms. Michelle A. Alexander, Director of Institutional Advancement/Executive Director, Vernon College Foundation; Mrs. Betsy Harkey, Director of Institutional Effectiveness; Dr. Karen Gragg, Division Chair of Math & Science; Mrs. Shana Munson, Associate Dean, Career & Technical Education; Mr. Chris Bell, Director of Campus Police; Mrs. Christie Lehman, Coordinator of Marketing & Alumni Relations; Mrs. Mindi Flynn, General Ledger Accountant; Mrs. Crique Lehnman, Director of Quality Enhancement; and Ms. Mary King, Administrative Secretary to the President. Guest present was Mr. Daniel Walker, from *The Vernon Daily Record*.

Chairman Heatly called the meeting to order at 11:30 a.m.

Mr. Brints made the motion, seconded by Mrs. Pennington to accept the *Minutes of the April 18, 2012 Regular Meeting* as presented. The motion carried unanimously.

Action Item A

Newly elected board members Joanie Rogers, Place #5, Irl Holt, Place #7 were issued a Certificate of Election, and they signed the *Statement of Officer* after being sworn in by Mr. Brints as they took the *Oath of Office*. Both members were elected during the May 12, 2012 election.

Action Item B

Mr. Heatly conducted the re-organization of the Board. He stated that the nominating committee consisting of Mr. Ferguson, Mr. Curtis Graf and Mrs. Sylvia G. Mahoney recommended Dr. Todd Smith as Chairman, Mr. Gene Heatly as Vice-Chairman, and Mrs. Vicki Pennington as Secretary. Mr. Brints made the motion, seconded by Mr. Holt to accept the re-organization of officers as recommended. The motion carried unanimously. Mr. Heatly continued chairing the meeting in Dr. Smith's absence.

Action Item C

Mrs. Mindi Flynn, General Ledger Accountant, presented the *Financial and Investment Reports as of April 30, 2012* with total expenditures to date of \$12,336,681 and a balance of \$7,546,784 or 62.0% of the budget. Mr. Brints made the motion, seconded by Mrs. Pennington to accept the report as presented. The motion carried unanimously.

Action Item D

Mrs. Pennington made the motion, seconded by Mr. Brints to approve the *Summer 2012 Continuing Education/2012 Kids College Schedule, Tuition, and Fees* and to authorize the Associate Dean of Career & Technical Education to set tuition for additional continuing education/workforce courses as needed during the summer time period. The motion carried unanimously.

Action Item E

Mrs. Rogers made the motion, seconded by Mr. Holt to approve the *2012-2013 College Catalog* as presented. The motion carried unanimously.

Action Item F

Mr. Holt made the motion, seconded by Mrs. Pennington to approve the *2012-2013 Annual Action Plan* as presented by Betsy Harkey. The motion carried unanimously.

Public Comment – No one was present to make comments.

President's Report

Dr. Johnston stated he received questions of interest from board members and asked Dr. Harkey to provide a synopsis of the College's articulation agreements, and Mrs. Betsy Harkey on the SACS accreditation process.

Dr. Harkey explained that at community colleges, there are two types of programs, academic transfer courses, and workforce career & technical education programs. All course descriptions are listed at the end of the Vernon college catalog. In the State of Texas, all courses listed as transferrable courses are accepted in higher colleges and universities. An articulation agreement is used when courses earned from a workforce career & technical education program such as at Vernon College, which are non-transferrable, and are needed towards a degree at a certain university. He informed the board we currently have articulation agreements with numerous universities such as Midwestern State University, Wayland Baptist, Kaplan, and recently had a request from Lubbock Christian University. He further mentioned that it is the four-year colleges that initialize the articulation agreements in order to gain more students who can earn their bachelor of applied science degrees.

Betsy Harkey updated the board on the accreditation cycle of SACS COC (Southern Association of Colleges and Schools Commission on Colleges). Mrs. Harkey explained that Vernon College is the SACS COC track A accreditation class of 2009. The reporting cycle requires a Fifth Year Interim Report in 2014 and ten-year report in 2019. A written report is now required every five years to ensure continual oversight per the Department of Education. The fifth year report includes all of the federal requirements plus other standards as selected by SACS COC. The Quality Enhancement Plan (QEP) consists of 50% of the SACS COC report for the upcoming fifth year review. Criquett Lehman provides leadership over the QEP. Mrs. Harkey stated that general college demographic and financial information is submitted annually. The College Effectiveness committee provides oversight for the SACS COC process. The Board's role is to approve and support policies and processes. The President's role is to ensure policies and processes are in place and followed.

Dr. Johnston reported on the renovation at Century City Center with Phase I almost complete, Phase II nearing completion, and Phase III is well underway. Phase I (testing, counseling, admissions, financial aid, bookstore, library w/computer lab, advising center, and receptionist/information center) is in full use. Phase II (science labs, allied health programs, student use computer lab, classrooms, skills labs, and food vendor area) should be complete by June 15. Phase III (reclaiming space for classrooms, faculty innovation center, ITV classrooms, continuing education classrooms and offices) should be complete by July 15.

Dr. Johnston presented the second draft of the 2012-2013 budget. Included in this draft are increases in operational costs at Century City Center, instructional costs including five and one-half additional positions, institutional support positions for student services, and a 3.0% increase in salary for faculty and staff with the understanding that these positions and costs are subject to change as the state funding becomes final.

Dr. Johnston called the Board's attention to the following upcoming events:

- (1) Community College Association of Texas Trustees conference – June 2, 2012 - Austin

Dr. Johnston presented the Philanthropic Report/Outside Grants Report

Dr. Johnston presented the minutes from Faculty/Staff/Student Organizations –

- (1) Vernon College Student Forum
- (2) Vernon College Student Government Association
- (3) Vernon College Employee Forum
- (4) Vernon College Surgical Technology Student Association

Mrs. Pennington made the motion, seconded by Mr. Brints to accept the following personnel items:

- A. Resignation
 - (1) Holli Reyna, Residence Hall Director/Assistant Volleyball Coach, effective May 14, 2012
 - (2) Samantha Hoelscher, Assistant Softball Coach/Assistant Housing Director, effective May 14, 2012
 - (3) John Blair, Softball Coach, effective May 18, 2012

The motion carried unanimously.

Closed Session: Mr. Brints made the motion, seconded by Mr. Holt to go into closed session at 1:00 p.m. in accordance with the Texas Open Meetings Act, Texas Government Code, Subchapter 551.074 to discuss personnel. The motion carried unanimously.

Open Session: Mrs. Pennington made the motion, seconded by Mrs. Rogers to reconvene at 1:13 p.m. in open session. The motion carried unanimously.

Action: None

There being no further business Chairman Heatly adjourned the meeting at 1:15 p.m.

Mr. Gene Heatly, Vice-Chairman

Mrs. Vicki Pennington, Secretary