

REGULAR BOARD MEETING

THE STATE OF TEXAS

Vernon College

COUNTY OF WILBARGER

On this the 24th day of February 2010, the following members were present for the Regular Meeting of the Vernon College Board of Trustees held at 11:30 a.m. in the Board Room of the *Osborne Administration Building*, Vernon, Texas:

Mr. Bob Ferguson, Chairman

Mrs. Sylvia G. Mahoney

Mr. Gene Heatly, Vice-Chairman

Mr. James Streit

Mr. Norman Brints, Secretary

Absent: Mr. Brad Bolton, Mr. Curtis Graf

Others attending: Dr. Dusty R. Johnston, President; Mr. Garry David, Dean of Administrative Services; Mr. John Hardin, III, Dean of Student Services/Athletic Director; Dr. Gary Don Harkey, Dean of Instructional Services; Mr. Joe Hite, Dean of Admissions/Financial Aid/Registrar; Mr. Bob Bolton, Associate Dean of Administrative Services; Mrs. Shana Munson, Associate Dean of Career & Technical Education; Mrs. Sarah Davenport, Assistant Registrar; Mrs. Lana Carter, Admissions & Records Computer Coordinator; Mrs. Betsy Harkey, Director of Institutional Effectiveness; Mrs. Lois Jablonski, General Ledger Accountant; Mrs. Christie Lehman, Coordinator of Marketing & Alumni Relations; Mrs. Michelle Wood, Director of Continuing Education; Mrs. Rosa Alaniz, President, Employees Forum Association; Mrs. Mary King, Administrative Secretary to the President; Mrs. Missie Matthews, Administrative Assistant to the President; and Ms. Kathy McClellan, of *The Vernon Daily Record*.

1. **Call the Meeting to Order.** – Chairman Ferguson called the meeting to order and noted the absence of Mr. Brad Bolton and Mr. Curtis Graf. All other members were present.
2. **Consider Approval of the Minutes of the January 20, 2010 Regular Meeting.**
Action: There being no corrections to the proposed Minutes, Chairman Ferguson announced that they stood approved as presented.
3. **Action Items**
 - A. **Consider Approval of the *Financial and Investment Reports as of January 31, 2010.* ***
Dean David presented the Reports stating that the expenditures are approximately 42% of the total budgeted amounts, which are in line with projected expenditures. He continued that: (1) he renewed a certificate of deposit at 1.5% for 90-days at the Herring Bank; (2) he feels confident the College will reach its projected revenue for the current budget; and (3) the College does not receive any funding from the State during January or February.
Action: Mrs. Mahoney made the motion, seconded by Mr. Heatly, to approve the Financial and Investment Reports as submitted by the Chief Fiscal Officer. The motion carried unanimously.

* *Indicates the arrival of Mr. Brints.*

B. Consider Approval of Independent Auditor to Conduct the Annual Audit for the Year Ending August 31, 2010.

Mr. David reviewed the proposal submitted by Edgin, Parkman, Fleming & Fleming, PC of Wichita Falls to conduct the College's 2009-2010 Audit. Dr. Johnston added that they were very nice folks to work with and he appreciated how they worked with the College staff. The proposal also included an audit of their firm with Dean David explaining that the auditors must also be audited, but only every three years.

Action: Mr. Streit made the motion, seconded by Mr. Heatly, to approve the proposal from Edgin, Parkman, Fleming & Fleming P.C. to conduct the College's audit and the Foundation's audit for \$43,750 and to authorize President Johnston to sign a letter of understanding with the firm for such purposes. The motion carried unanimously.

C. Consider Approval of Placing the Proceeds of the College House Sale into a Vernon College Endowment to Fund for Future Scholarships Designated as Board/ Presidential Scholarships.

General discussion ensued concerning the best way to use the proceeds resulting from the sale of the President's home. It was the consensus that these funds should not be placed in the 'general revenue' of the College.

Action: Mr. Brints made the motion, seconded by Mr. Heatly, to designate the \$169,616 from the sale of the President's Home to be placed in the Vernon College Endowment fund for future Board/Presidential scholarships; Dr. Johnston and his administrative team were authorized to establish the criteria for these scholarships and to report back to the board at the appropriate time. The motion carried unanimously.

D. Consider Approval of Joining the Community College Association of Texas Trustees (CCATT).

Dr. Johnston explained that this group was formed about a year ago to unite and mobilize community college trustees to work with the Texas Association of Community Colleges (TACC) in advocating for and further advancing education, education related legislation, and increased recognition of the impact of community college in Texas. He continued that they have an office in the Texas Association of Community College building and have a staff member at the University of Texas Doctor of Education program.

Action: Mrs. Mahoney made the motion, seconded by Mr. Heatly, that Vernon College join the CCATT as discussed. The motion carried unanimously.

Note: The Board will select a member of the Board to represent Vernon College after the College becomes a paying member.

E. Consider Approval of the Bid for Printing the 2010-2011 College Catalog

Action: Following a brief discussion, Mrs. Mahoney made the motion, seconded by Mr. Brints, to accept the bid from Creasy Printers (the only bid received) for a cost of \$5,500 for 5000 copies of the 2010-2011 College Catalog. The motion carried unanimously.

F. Consider Approval of the Spring 2010 Continuing Education Schedule and Fees and Authorize the Associate Dean of Career and Technical Education to set fees for Other Courses Which Might be Offered During This Time Period.

Action: Following a brief review of the *Spring 2010 Continuing Education Schedule and Fees*, Mrs. Mahoney made the motion, seconded by Mr. Heatly, to approve the *Schedule* as presented and to authorize the Associate Dean of Career and Technical

Continuing Education to set tuition and fees for any additional classes that may develop during this term. The motion carried unanimously.

G. Consider Approval of the Application for Funding through the Texas Higher Education Coordinating Board for American Recovery and Reinvestment Act (ARRA) Funds.

Dr. Johnston reported that the Board had approved a Resolution regarding spending of these funds in November. At that time, the administration was recommending using these funds for program relocation, renovation and equipment & technology upgrades at the Skills Training Center and Century City Center. Also included was capital outlay for security cameras and monitoring systems. However, after further discussions with the Texas Higher Education Board personnel, the use of these funds has changed to better facilitate the processing of the funds.

Action: Mr. Streit made the motion, seconded by Mrs. Mahoney, to approve the new Resolution for the application for funding through the Texas Higher Education Coordinating board for the American Recovery and Reinvestment Act funds. The motion carried unanimously.

4. Public Comment. – No one from the community was present to speak so Chairman Ferguson announced that the meeting would continue according to the agenda.

5. President's Report/Board Discussion Items

A. TACC/Appropriations Reduction Update. – Dr. Johnston reiterated that the 'word' is out that all state agencies will have to cut their current budgets by 5%, which will be approximately \$300,000 less than anticipated and projected. He continued that most community college presidents are planning to make cuts in the area of Institutional Technology and Distance Education. Discussion continued about the dilemma of providing services for more students and yet having to cut funding, and how this shortage affects the decision-making at community colleges.

B. Tuition Scenario Discussion

Dr. Johnston stated that private colleges continue to blow tuition way out of students' realm. He continued that the rate Vernon College students are paying, approximately \$1,095 for 15 semester hours of classes, is pretty remarkable. The average person has the mindset that education is a 'right' but in reality it is an 'option'. However, Vernon College wants to continue to provide quality education at a reasonable cost.

C. Enrollment Update– Spring 2010 Compared to Spring 2009. - Handout

Dean Hite distributed the official 'enrollment for Spring 2010' and compared it to the Spring 2009. While the overall enrollment is up 5.65%, the contact hours are up 6.22%. He stated that even though this reflects a good increase, the average of other colleges is approximately 10%. He reminded the Board that the contact hours determine what amount of state funding the College receives.

D. Vernon College Election Process Update

Dr. Johnston stated that Mr. Streit chose not to seek re-election. Mrs. Vicki Pennington has filed for his position (place #3). Mr. Kelly Couch filed for place #4 since he thought Mr. Brad Bolton was not going to run again. However, Mr. Bolton is seeking another term. Therefore, the college will have an election since there is a contested race.

E. ARRA Funds/Skills Training Center renovation update

Dr. Johnston said this item could be skipped since it was discussed earlier in the meeting.

F. Pride in the Falls Marketing Participation Update

Dr. Johnston informed the Board that this is a television marketing campaign to try to raise money to further promote Wichita Falls. Included in it will be the availability of higher education. Midwestern State University will also be included so we want to be sure that the two get equal 'billing.' Vernon College also wants to promote the working relationship that we have with MSU.

G. Tangarie Wind Energy/Vernon College update—Mrs. Munson/Dr. Harkey

Dr. Harkey said there was a lot going on with the new wind energy company that is relocating in Vernon. He continued that he and Mrs. Shana Munson took representatives of Tangarie to the Skills Training Center in Wichita Falls, focusing on the College's CTE programs. He continued that they were very impressed. Hopefully graduates of this program will be properly prepared and be able to obtain a job as soon as they complete the program. Once Tangarie gets up and going, they plan to hire between 29-40 people. Mrs. Munson continued that she is working with Tangarie to seek a Skills Development Fund Grant. The College is doing everything possible to assist Tangarie. Everything is moving much faster than they originally planned. They were not expecting to 'move this quickly' but since the airport hangar, which formerly housed the Brantley Helicopter plant, came open, Tangarie decided to use that facility rather than build one. Dr. Johnston added that Tangarie has been extremely impressed with both the College's CTE programs, as well as the cooperation they have received from Vernon College.

H. Foundation Auction Update—*The Vernon College Employee's On-Line Auction – February 24, 25, 26.*

Dr. Johnston reminded Board Members about the auction and encouraged their participation.

I. Philanthropic Report/Outside Grants Report

Dr. Johnston commented that he continues to be amazed at the amount of support and money that the College and Foundation receive. He added that the number of 'outside scholarships' is also significant.

J. Area Stock Show participation—Wilbarger, Foard, and Hardeman Counties

Dr. Johnston reported he had attended the stock shows as listed above and that the College purchased an animal in each one. He suggested to the Board that it might provide more recognition by being more involved in the 'front end' by possibly purchasing trophies. Dr. Johnston said he was extremely impressed with the premiums that the kids received from the Stock Show.

K. Minutes from Faculty/Staff Organizations. – Dr. Johnston stated that these were provided as informational items.

- (1) Faculty Senate
- (2) Administrative Staff Association
- (3) Student Forum
- (4) Student Government Association
- (5) Surgical Tech Student Association

Note: Mrs. Mahoney stated how pleased she was to see the Vernon College staff and students being involved in the community.

Note: Mrs. Christie Lehman reported on one of the Administrative Staff Association's community projects. She continued that money was collected and used to purchase some basic groceries that were distributed via the Chaparral Center. A total of 57 bags

were prepared. Dr. Johnston commended the group for conducting such a beneficial project.

Note: Though not on the agenda, there was general discussion about new 'signage' in Wichita Falls and Dr. Johnston said the college is still working on it and the money is in this year's budget.

6. Personnel.

- A. Employment** – (1) Jennifer McConnell, Assistant Volleyball Coach/Residence Hall Assistant, effective February 10, 2010, with a ten month salary of \$22,552 (less room & board); and (2) Kevin Moore, Custodian Technician/Skills Training Center, effective January 25, 2010, with an annual salary of \$19,269 (At-Will Employee).

Action: Mr. Streit made the motion, seconded by Mr. Heatly, to approve the employments as stated above. The motion carried unanimously.

- B. Consider Extension of Deans' and Associate Deans' Contracts (September 1, 2010 – August 31, 2012).**

Action: Mrs. Mahoney made the motion, seconded by Mr. Brints, to approve the extension of the Deans' and Associate Deans' contracts for one year (September 1, 2010 – August 31, 2012) as follows: Dr. Gary Don Harkey, Dean of Instructional Services; Mr. John Hardin III, Dean of Student Services/Athletic Director; Mr. Joe Hite, Dean of Admissions and Financial Aid/Registrar; Mr. Garry David, Dean of Administrative Services; Mr. Bob Bolton, Associate Dean of Administrative Services; Mrs. Kristin Harris, Associate Dean of Student Services; and Mrs. Shana Munson, Associate Dean of Career and Technical Education. The motion carried unanimously.

- C. Conduct Evaluation of College President and Consider Extending contract for one additional year (2010 – 2013)**

Action: Mr. Heatly made the motion, seconded by Mrs. Mahoney, to go into closed session at 12:20 p.m. in accordance with Chapter 551 of the Texas Open Meetings Act, Texas Government Code, Subchapter 551.074, to conduct the President's evaluation and to discuss extension of the College President's contract for an additional year. The motion carried unanimously.

Action: Mrs. Mahoney made the motion, seconded by Mr. Heatly, to reconvene in open session at 1:10 p.m. The motion carried unanimously.

Action: Mr. Heatly made the motion, seconded by Mrs. Mahoney to approve the extension of President Dusty R. Johnston's contract for an additional year for a contract dated September 1, 2010 through August 31, 2013. The motion carried unanimously.

There being no further business to come before the Board of Trustees, Chairman Ferguson stated that the meeting was adjourned.

Mr. Bob Ferguson, Chairman

Mr. Norman Brints, Secretary