

# MINUTES

Regular Meeting

BOARD OF TRUSTEES

Vernon College

January 18, 2017

The Board of Trustees of Vernon College met on Wednesday, January 18, 2017, at 11:30 a.m. in the *Board Room* of the *Osborne Administration Building*, Vernon, Texas, with the following present: Dr. Todd Smith, Chairman; Mr. Norman Brints, Vice-Chairman; and Mrs. Vicki Pennington, Secretary. Other board members in attendance were Mr. Bob Ferguson, Mrs. Joanie Rogers, and Mrs. Anne Spears. Absent was Mr. Irl Holt.

Others present were Dr. Dusty R. Johnston, President and Deans Garry David, Dr. Gary Don Harkey, Joe Hite, and Jim Nordone. Also present were Ms. Michelle A. Alexander, Director of Institutional Advancement/Executive Director, Vernon College Foundation; Mrs. Betsy Harkey, Director of Institutional Effectiveness; Mrs. Shana Drury, Associate Dean of Instructional Services; Mr. Kevin Holland, Director of Campus Police; Mrs. Ivy Harris, ERP/SIS Coordinator; Ms. Criquett Lehman, Director of Quality Enhancement; Mrs. Holly Scheller, Coordinator of Marketing and Community Relations; Mrs. Mindi Flynn, General Ledger Accountant; and Ms. Mary King, Administrative Secretary to the President. Guests present were Mr. Charlie Smith from *Lincoln Clean Energy*, and Mr. Payton McCormick of *The Vernon Daily Record*.

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

## Consent Agenda

Mr. Ferguson made the motion, seconded by Mrs. Pennington, to approve the Consent Agenda containing the *Minutes of the December 14, 2016 Regular Board Meeting* and the *President's Monthly Travel Expense Report*. The motion carried unanimously.

Action Item A – Dean David presented the *Financial and Investment Reports as of December 31, 2016*. Mrs. Spears made the motion, seconded by Mrs. Rogers, to approve the report as presented. The motion carried unanimously.

Action Item B – Mrs. Pennington made the motion, seconded by Mrs. Spears, to table the *Abatement request/Payment in Lieu of Taxes Proposal with Lockett Windfarm, LLC/Lincoln Clean Energy, LLC* for more discussion and consideration. The motion carried unanimously.

Action Item C – Mr. Ferguson made the motion, seconded by Mr. Brints, to approve the *Skills Training Center Lease Agreement with Wichita County*. The new ten year lease is effective January 1, 2017, with years one through five at \$2.08 x 50,000 sq. ft. = \$104,000 per year and years six through ten at \$1.33 per sq. ft. x 50,000 sq. ft. = \$66,500 per year. The motion carried unanimously.

Public Comment – No one was present to make comments.

## President's Report/Board Discussion Items

Board Comments/Discussion – There were no comments or discussion.

All Employee Professional Development Activities Update – Dr. Johnston reported that all activities, workshops, and training went well and were positively received on the January 9 All Staff Professional Development Day.

2017 – 2018 Tuition/Fee increase proposal – Dr. Johnston presented the 2017-2018 tuition and fee proposal. The proposal shows a small increase in the fee structure. The estimated additional tuition and fee revenue from this proposal would generate approximately \$476,000. If we were to get a 4% reduction in state funding, we would break about even next fall; if there were no reduction in the College's appropriation, we would be able to put some of that money in to our reserve fund and hopefully not have to raise tuition and fees the following year. This will be an action item at the next board meeting.

Residence Hall wireless access update – Dr. Johnston stated Run Business Solutions installed a new technology product in all the dorm rooms to provide better wireless connection for the residence hall students.

Campus Carry policy update – Dr. Johnston stated Greg Fowler, Chairperson of the Campus Carry Task Force, presented the Campus Carry Policy to the employees on January 9. Even though some of the staff may be concerned about this state law, no one really questioned the policy. He asked if there were any other questions or comments from the Board regarding the policy. This will be an action item next month.

IT Management Review – Dr. Johnston presented the Annual IT Management Review from Run Business Solutions. Their three-year contract will expire September 1. We have the option to extend it three more years. He proposed we extend their three-year contract because they are integrated with our ERP/SIS transition. After that contract period ends, we may need to do another RFP (Request for Proposal).

Student Success Data Fact – Mrs. Harkey presented the Vernon College Student Success Data fact on Placement and Completion. This information comes from the Texas Higher Education Coordinating Board and Perkins Program Measures data sources that the college benefits from. This report is used primarily for our program discipline evaluations.

ERP/SIS Update – Mrs. Harris updated the Board with a slide presentation about the status of Strategy 1 of the Title III Grant. She pointed out the system software tracker, the activity tracker, ERP/SIS tracker, and problem finders. Moving forward, the Dynamics GP software is preparing for a go-live date of March 1, 2017. U4SM is preparing for data configuration and transfer.

Title III Grant update – Dean Nordone stated the annual report for grant year one was completed and submitted ahead of the January 31, 2017 deadline. He reminded the Board that the YouTube video he presented last month provides a good description of the accomplishments to date. He stated a job search is in place for a replacement for Brandi Brannon, Student Success Pathway Coordinator, who turned in her resignation.

Dr. Johnston presented the Reminder of Upcoming Events –

- (1) TACC Quarterly Meeting – January 25-26 – Austin, TX
- (2) FAITH Meal hosted by Vernon College – Boys & Girls Club – Thursday, January 26, 2017 – 5:00 p.m.
- (3) TCCTA Conference – February 23-25, 2017 – Austin, TX
- (4) February Board of Trustees meeting – Wednesday, February 15, 2017
- (5) Vernon College Foundation On-line Auction – March 7-9, 2017

Athletic Events update – Dr. Johnston stated all athletes are back, and Softball and Baseball will be kicking off shortly. Rodeo starts in March and we are looking for a Volleyball coach.

Dr. Johnston presented the Philanthropic Report/Outside Grants Report.

Mrs. Pennington made the motion, seconded by Mr. Ferguson, to approve the Vernon College Personnel changes as recommended by the president and detailed on item six personnel information sheet. The motion carried unanimously.

A. Re-Assignment

- (1) Julie Lama, *from* Classified II, Admissions and Records Clerk *to* Classified III, Admissions and Records Clerk – Vernon Campus, effective January 1, 2017 with an annual salary of \$32,878

B. Resignation

- (1) Tatiana Booth, Head Volleyball Coach – Vernon, effective January 6, 2017
- (2) Brandi Brannon, Student Success Pathway Coordinator – CCC, effective January 13, 2017
- (3) Paul Torrez, Grounds Technician – Vernon Campus, effective January 31, 2017

There being no further business, Dr. Smith adjourned the meeting at 12:45 p.m.



Dr. Todd Smith, Chairman



Mrs. Vicki Pennington, Secretary