

MINUTES

Regular Meeting BOARD OF TRUSTEES

Vernon College
September 13, 2017

The Board of Trustees of Vernon College met on Wednesday, September 13, 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. Irl Holt, Mr. Bob Ferguson, Mrs. Joanie Rogers, and Mrs. Anne Spears.

Others present were Dr. Dusty R. Johnston, President, and Deans Garry David, Joe Hite, and Jim Nordone. Also present were Ms. Michelle A. Alexander, Director of Institutional Advancement/Executive Director, Vernon College Foundation; Mrs. Shana Drury, Associate Dean of Instructional Services, Mrs. Ivy Harris, ERP/SIS Coordinator; Mrs. Betsy Harkey, Director of Institutional Effectiveness; Mr. Kevin Holland, Director of Campus Police; Mindi Flynn, Business Office Manager, and Ms. Mary King, Administrative Secretary to the President. Guest present was 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. Rogers to approve the Consent Agenda containing the *Minutes of the August 9, 2017 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 August 31, 2017* stating total unrestricted funds of total budget at 95%. Mr. Holt made the motion, seconded by Mr. Ferguson, to approve the report as presented by the Chief Financial Officer. The motion carried unanimously.

Action Item B

Mr. Ferguson made the motion, seconded by Mrs. Rogers to approve the *2016-2017 Wilbarger County Tax Collections* in the amount of \$2,732,476 as presented by Dr. Johnston. The motion carried unanimously.

Action Item C

Mr. Holt made the motion, seconded by Mrs. Spears to approve the proposed *Revision to the 2017-2018 Vernon College Employee Handbook* in regards to Institutional Advancement and Marketing and Community Relations as presented by Dr. Johnston. The motion carried unanimously.

Action Item D

Mr. Brints made the motion, seconded by Mrs. Spears to approve the proposed *Revision to the Vernon College Professional Development Policy* with several clarifications for process improvements as suggested by the VC Professional Development committee and as presented by Dr. Johnston. The motion carried unanimously.

Public Comment – No one was present to make comments.

President's Report/Board Discussion Items

Board Comments/Discussion – Mr. Brints brought up the discussion regarding the progress of the tree replacement stating that fall is the best time to plant. Dr. Johnston received a good recommendation but nothing further has come from it. The College will move forward regarding the best specie of tree to plant on the Vernon campus.

Fall 2017 Enrollment Update – Dean Hite presented the update, stating that enrollment was up 3,009 or 1.21% at all locations for Fall and Fall I 2017 compared to Fall and Fall I 2016. The preliminary contact hours are up 1.82%.

Health Care Clinic Annual Report – Dr. Johnston presented the annual Health Care Clinic report of visits from September 2016 through August 2017. The Clinic provides health care for students and staff on the Vernon campus at no cost to them. It is staffed by a part-time nurse and supervised by a physician.

Student Success Data Fact – Betsy Harkey presented the Student Success Data Fact on Licensure and Certification Rates report. This report measures those students who tested September 1 through August 1 of the academic year. It includes both continuing education and credit programs that require some licensure or certification verification. Our Benchmark target is at or above 90% for success rate. This is a good example of federal requirement that we have to address through SACSCOC.

Career/Technology Promotional Videos – Mrs. Drury stated she manages the Carl D. Perkins Federal Grant, which pays for our Career and Technical Education professors to get professional development, upgrading of equipment, etc. for our CTE programs. Part of that money used is for recruitment and retention. She presented two videos - Farm & Ranch Management and Computer & Information Services.

Student Leadership Program – Dean Nordone presented a PowerPoint presentation on the new Student Leadership Program at Vernon College explaining the opportunity for students on online training and community services.

Dr. Johnston presented the Reminder of Upcoming Events:

- (1) VC Sports Day, Vernon Campus – Tuesday, October 10, 2017
- (2) Vernon College Regular Board Meeting, Vernon Campus –Wednesday, October 11, 2017
- (3) Vernon College Foundation Annual Board Meeting, CCC – Thursday, October 19, 2017
- (4) 2017 Texas Higher Education Leadership Conference – Austin, TX – November 30-December 1, 2017
- (5) Vernon College Preview Day – Vernon campus – Wednesday, October 18, 2017
- (6) Fall 2017-18 Sports Schedules (Rodeo, Baseball, Volleyball & Softball) – Exhibits

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

Mrs. Spears made the motion, seconded by Mrs. Rogers to approve the personnel changes as recommended by Dr. Johnston and detailed on item 6 Personnel Information Sheet. The motion carried unanimously.

- A. Employment
 1. Clinton Wagoner, Tutoring Center Coordinator – Vernon Campus, effective August 10, 2017 with a salary of \$29,153.
- B. Resignation
 1. Kaylee Covey, Admissions Clerk – CCC, effective August 11, 2017
 2. Tami Phillips, Bookstore Clerk – Vernon Campus, effective August 11, 2017
- C. Reassignment
 1. Gary Dotson, Jr. to Maintenance Specialist/IT Technician - Wichita Falls *from* Maintenance Specialist – Wichita Falls, effective September 1, 2017 with a salary of \$32,388

Closed Session: Mr. Ferguson made the motion, seconded by Mr. Holt to go into closed session at 12:30 p.m. in accordance with the Texas Open Meetings Act, Texas Government Code, Subchapter 551.074, to discuss personnel or other items under this section of the Texas Government Code, Texas Open Meetings Act. The motion carried unanimously.

Open Session: Mr. Ferguson made the motion, seconded by Mrs. Spears, to reconvene at 1:15 p.m. in open session. The motion carried unanimously.

No Action

There being no further business Mr. Ferguson made the motion, seconded by Mrs. Rogers to adjourn the meeting at 1:26 p.m. The motion carried unanimously.



Dr. Todd Smith, Chairman



Mrs. Vicki Pennington, Secretary