

MINUTES

Regular Meeting BOARD OF TRUSTEES

Vernon College
September 11, 2019

The Board of Trustees of Vernon College met on Wednesday, September 11, 2019 at 11:30 p.m. in the *Board Room* of the *Osborne Administration Building*, Vernon, Texas with the following present: Dr. Todd Smith, Chairman; and Mr. Norman Brints, Vice-Chairman. Other board members in attendance were Mr. Bob Ferguson, Mr. Irl Holt, Mrs. Anne Spears and Mrs. Ann Wilson. Absent was Mrs. Vicki Pennington, Secretary.

Others present were Dr. Dusty Johnston, President; Mr. Garry David, Vice President of Administration; Dr. James Nordone, Vice President of Student Services/Admissions and Financial Aid; Dr. Elizabeth Crandall, Vice President of Instruction; Mrs. Betsy Harkey, Director of Institutional Effectiveness; Ms. Michelle A. Alexander, Director of Institutional Advancement/Executive Director, Vernon College Foundation; Mrs. Kristin Harris, Dean of Student Services/Director of Counseling; Mr. Kevin Holland, Director of Campus Police; Mrs. Melissa Elliott, Director of Financial Aid; Mrs. Amanda Raines, Director of Enrollment Management/Registrar; Mrs. Holly Scheller, Coordinator of Marketing and Community Relations; Mrs. Mindi Flynn, Business Office Manager; and Ms. Mary King, Administrative Secretary to the President. Guest present was Mr. Daniel Walker of the *Vernon Daily Record*.

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

Consent Agenda

Mr. Holt made the motion, seconded by Mr. Ferguson to approve the Consent Agenda containing the *Minutes of the August 14, 2019 Regular Board Meeting* and the *President's Monthly Travel Expense Report*. The motion carried unanimously.

Action Item A

Mr. David presented the *Financial and Investment Reports as of August 31, 2019*. Mr. Brints made the motion, seconded by Mrs. Wilson, to approve the report as presented. The motion carried unanimously.

Action Item B

Mrs. Wilson made the motion, seconded by Mrs. Spears to approve the *2018-2019 Wilbarger County Tax Collections* as presented by Dr. Johnston. The motion carried unanimously.

Action Item C

Mr. Ferguson made the motion, seconded by Mrs. Wilson to approve to *Declare as a "Special Population" and to offer "Zero" tuition for Continuing Education classes/Pre-service/In-service training during the 2019-2020 school year* as listed on the agenda and presented by Dr. Johnston. The motion carried unanimously.

Action Item D

Mr. Holt made the motion, seconded by Mrs. Spears to approve the *Tax Resale Deeds* as listed on the agenda and presented by Dr. Johnston. The motion carried unanimously.

Action Item E

Mrs. Spears made the motion, seconded by Mrs. Wilson to approve the *Vernon College Firefighter Academy Handbook* as one of the *2019-2020 Handbook/Manual Updates and Revisions* as presented by Dr. Johnston. The motion carried unanimously.

Public Comment – No one was present to make comments.

President's Report/Board Discussion Items

Wilbarger County Appraisal District Board nomination discussion – Dr. Johnston reminded the Board that we have the opportunity to nominate someone to serve on the Wilbarger County Appraisal District Board. Every

entity has a chance to nominate someone. All nominations from the entities are reviewed for selection. The nomination needs to be turned in by October 15.

Health Care Clinic Annual Report – Dr. Nordone stated that there is not much activity to report. It is a service provided to any Vernon College student. The annual report shows the number of visits made in a twelve-month period to the clinic for such things as minor cuts and bruises, headaches, colds, etc.

Student Success Data Fact – Fall 2019 Enrollment Update

Mrs. Amanda Rains presented a Preliminary Enrollment Report and Comparison for Fall & Fall 1 2018 versus Fall & Fall 1 2019 as the Student Data Fact for September. She stated the official count day is today, September 11, and at the end of the day we will do an official count. Overall, on the total unduplicated for all locations as of right now, we are down 3.5%, but down only .5% in our contact hours. An official final report will be sent to the Board when completed. This report meets with the criteria as our first priority initiative, which is recruiting and retention.

Dr. Johnston presented the Upcoming College Events:

- (1) VC Sports Day, Vernon Campus – Tuesday, October 8, 2019
- (2) Vernon College Regular Board Meeting – October 9, 2019
- (3) Vernon College Foundation Annual Board Meeting, Wichita Falls – October 17, 2019
- (4) Vernon College Preview Day – Vernon campus – Wednesday, October 30, 2019
- (5) 2019 Texas Higher Education Leadership Conference – Austin, TX – November 21-22, 2019
- (6) Fall 2019-20 Sports Schedules (Rodeo, Baseball, Volleyball & Softball) – Exhibits

Dr. Johnston reported that there is a Tailgate Party on Thursday, September 12 from 4 to 6 pm prior to the first home conference Volleyball game.

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

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

1. Employment

- a. Ronald Crone, Assistant Coordinator, Nursing Simulation Lab, effective August 19, 2019 with a salary of \$43,492
- b. Emily Harmon, Classified II, Administrative Assistant – Library – CCC, effective August 19, 2019 with a salary of \$21,944
- c. De Anna Williams, Classified II, Faculty Assistant – LVN – CCC, effective September 1, 2019 with a salary of \$22,273

2. Resignation

- a. Ramon Amador, Custodial Technician – Vernon, effective August 14, 2019

3. Retirement

- a. Rick Haley, Maintenance/Custodial – CCC, effective August 31, 2019
- b. Rebecca Watkins, ADN Instructor, effective December 13, 2019

There being no further business Mr. Ferguson made the motion, seconded by Mrs. Wilson to adjourn the meeting at 12:00 p.m.



Dr. Todd Smith, Chairman



Mrs. Vicki Pennington, Secretary