

MINUTES

Regular Meeting BOARD OF TRUSTEES

Vernon College
February 13, 2019

The Board of Trustees of Vernon College met on Wednesday, February 13, 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, Mr. Norman Brints, Vice-Chairman, and Mrs. Vicki Pennington, Secretary. Other board members in attendance were Mr. Bob Ferguson, Mr. Irl Holt, Mrs. Anne Spears and Mrs. Ann Wilson.

Others present were Dr. Dusty R. Johnston, President; Dr. Elizabeth Crandall, Vice-President of Instruction; Mr. Garry David, Vice President of Administration; Dr. James Nordone, Vice President of Student Services/Admissions and Financial Aid; Ms. Betsy Harkey, Director of Institutional Effectiveness; Mrs. Shana Drury, Associate Dean of Instructional Services; Mrs. Amanda Raines, Director of Enrollment Management/Registrar; Mrs. Holly Scheller, Coordinator of Marketing and Community Relations; Mrs. Ivy Harris, ERP/SIS Director, Mrs. Mindi Flynn, Business Office Manager, Mr. Kevin Holland, Director of Campus Police; and Ms. Mary King, Administrative Secretary to the President. Guest present was Mr. Mark Potter 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 January 9, 2019 Regular Board Meeting* and the *President's Monthly Travel Expense Report*. The motion carried unanimously.

Action Item A

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

Action Item B

Mr. Brints made the motion, seconded by Mrs. Spears to approve *Edgin, Parkman, Fleming, and Fleming, PC*, Independent Auditor, *to conduct the Annual Audit for the year ending August 31, 2019* at the price of \$46,800 and the signing of the letter of understanding by the Board President of Vernon College as presented by David Parkman. The motion carried unanimously.

Action Item C

Mrs. Spears made the motion, seconded by Mrs. Wilson to approve the *Proposed Room and Board Rates for 2019-2020* school year as presented by Mr. David. There is no proposed increase in room rates for fall, spring and summer. An increase of approximately 2% is proposed for meals provided to the residence hall students as part of room and board costs. Total room and board for fall 2019 is \$2,066, for spring 2020 is \$2,107, and for summer 2020 is \$200 room only – no meal plan. The motion carried unanimously.

Action Item D

Mrs. Wilson made the motion, seconded by Mrs. Pennington to approve the *Proposed Tuition and Fee rates for 2019-2020* as presented by Dr. Johnston. No increase in residency based tuition, and a \$10 per semester credit hour increase in the institutional service fee for classes taught at Century City Center, Skills Training Center, and Online/Internet classes. The motion carried unanimously.

Action Item E

Mr. Brints made the motion, seconded by Mrs. Pennington to approve the *2019-2020 Academic Calendar* as presented by the calendar committee. The motion carried unanimously.

Action Item F

Mr. Holt made the motion, seconded by Mrs. Wilson to approve the *SACSCOC Substantive Change to Close Sheppard Learning Center as an Off-Site Location* effective July 1, 2019 as presented by Dr. Johnston and Betsy Harkey. In the last five (5) semesters, minimum enrollment in courses has not been reached in any courses offered. Students have the opportunity to enroll in courses at nearby Century City Center, Skills Training Center and/or via Distance Education. The motion carried unanimously.

Action Item G

Mr. Ferguson made the motion, seconded by Mr. Holt to approve the *2019-2023 Strategic Plan* presented by Mrs. Harkey. The motion carried unanimously.

Action Item H

Mr. Holt made the motion, seconded by Mrs. Pennington to approve the *Tax Resale Deeds* held in trust by the City of Vernon and presented by Dr. Johnston. The motion carried unanimously.

Public Comment – No one was present to make comments.

President's Report/Board Discussion Items

Board input/discussion – No input for discussion

VC Foundation meeting update – Dr. Smith reported on the Vernon College Foundation Quarterly Meeting held January 17, 2019. The Foundation approved to leave the spending rate at 5% due to the market fluctuations. The Foundation also approved the annual audit presented by David Parkman of Edgin, Parkman, Fleming, and Fleming, PC. The Foundation awarded another \$25,000 Catching the Future Scholarship grant for the 2019-2020 Academic Year to the College's Dual Credit program. Also approved a \$3,001.60 grant to the EMS Department. Dr. Johnston presented his report. Michelle Alexander presented the philanthropic report and a reminder of the Foundation Online Auction March 12-14. Vice President Garry David gave the financial report.

Student Success Data Fact – Enrollment Update - Mrs. Amanda Rains presented the enrollment report as the Student Success Data Fact for February. The report shows the comparison for Spring 2018 versus Spring 2019. This report includes Spring (16 week) and Spring 1 (8 week). The total contact hours for all locations is 2752 compared to 2744 in 2018. The report also includes Dual Credit headcount by county, a count of applications received, and the number of new students from those applications. At Vernon College we are committed in providing access to all our programs, all of our courses, our support services, our 12-county service area, and anything requested by the Texas Higher Education Coordinating Board.

Athletic Student GPA Report – Dr. Johnston presented the Athletic Student GPA report. He stated that all athletics are holding steady for the fall.

Dr. Johnston presented the Reminder of Upcoming Events:

1. TCCTA Conference – Houston, TX – February 28-March 2, 2019
2. Vernon College Foundation Online Auction – March 12-14, 2019
3. March Board of Trustees meeting – Wednesday, March 13, 2019
4. Spring Break – March 18-22, 2019

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

Motion # 1 - Mrs. Spears made the motion, seconded by Mr. Ferguson to approve the Vernon College Personnel Action Items A and B as recommended by the president. The motion carried unanimously.

A. Resignation

- (1) LaSondria Wagner, Custodial Technician - Century City Center, effective January 14, 2019

B. Retirement

- (1) Michael W. Ruhl, Biology Instructor – Vernon, effective August 17, 2019

Dr. Johnston stated that Michael has been with Vernon College for a long time and we appreciate his service to the College.

Motion # 2 - Mr. Holt made the motion, seconded by Mrs. Pennington to approve the Vernon College Personnel Action Item C. The motion carried unanimously.

C. The extension of the following Vice-Presidents' and Deans' Contracts (September 1, 2019 – August 31, 2021).

Dr. Elizabeth Crandall, Vice President of Instructional Services
Mr. Garry David, Vice President of Administrative Services
Mrs. Shana Drury, Dean of Instructional Services
Mrs. Kristin Harris, Dean of Students
Dr. James Nordone, Vice President of Student Services

Closed Session: Mr. Ferguson made the motion, seconded by Mr. Holt to go into closed session at 12:36 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.

D. Conduct Evaluation of College President and Consider Extending Contract for one additional year (September 1, 2019-August 31, 2022)

Open Session: Mrs. Wilson made the motion, seconded by Mr. Holt, to reconvene at 12:48 p.m. in open session. The motion carried unanimously.

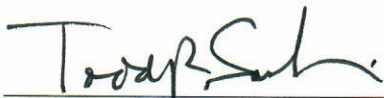
Motion # 3 – Mrs. Pennington made the motion, seconded by Mr. Holt, to approve the president's contract for Dr. Dusty R. Johnston for one year for a three-year contract dated September 1, 2019 – August 31, 2022. The motion carried unanimously.

Closed Session: Mrs. Wilson made the motion, seconded by Mr. Holt to go into closed session at 12:50 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: Mrs. Wilson made the motion, seconded by Mr. Holt, to reconvene at 1:15 p.m. in open session. The motion carried unanimously.

No Action

There being no further business Mrs. Spears made the motion, seconded by Mr. Ferguson to adjourn the meeting at 1:16 p.m. The motion carried unanimously.



Dr. Todd Smith, Chairman



Mrs. Vicki Pennington, Secretary