

MINUTES

Regular Meeting BOARD OF TRUSTEES

Vernon College
November 13, 2019

The Board of Trustees of Vernon College met on Wednesday, November 13, 2019 at 11:30 p.m. in the *Board Room* of the *Osborne Administration Building*, Vernon, Texas with the following present: Mrs. Vicki Pennington, Secretary. Other board members in attendance were Mr. Bob Ferguson, Mr. Irl Holt, Mrs. Anne Spears, and Mrs. Ann Wilson. Absent were Dr. Todd Smith, Chairman; and Mr. Norman Brints, Vice-Chairman.

Others present were Dr. Dusty 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/Financial Aid; Mrs. Betsy Harkey, Director of Institutional Effectiveness; Ms. Michelle A. Alexander, Director of Institutional Advancement/Executive Director, Vernon College Foundation; Mrs. Shana Drury, Dean of Instructional Services; Mrs. Kristin Harris, Dean of Student Services/Director of Counseling; Mr. Kevin Holland, Director of Campus Police; Mrs. Amanda Raines, Director of Enrollment Management/Registrar; Ms. Christina Feldman, Director of Continuing Education; Mrs. Holly Scheller, Coordinator of Marketing and Community Relations; Mrs. Mindi Flynn, Business Office Manager; and Ms. Mary King, Administrative Secretary to the President. Guests present were Mr. Daniel Walker of the *Vernon Daily Record* and Mr. Brent Dyer, CEO/Owner; Mr. Darren Kroom, President; and Ms. Dana Poag, Vice President/College Bookstores of the *Texas Book Company*.

Mr. Bob Ferguson called the meeting to order at 11:30 a.m.

Texas Book Company, owner of the Vernon College Bookstore, held a Grand Opening for both the Vernon Campus and the Century City Center bookstores. The CEO/Owner, Mr. Brent Dyer; President, Mr. Darren Kroom; and Vice President of College Bookstores, Ms. Dana Poag, were present at the meeting to introduce themselves and invite everyone to the event.

Consent Agenda

Mr. Holt made the motion, seconded by Mrs. Spears to approve the Consent Agenda containing the *Minutes of the October 9, 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 October 31, 2019*. Mrs. Wilson made the motion, seconded by Mr. Holt, to approve the report as presented. The motion carried unanimously.

Action Item B

Mrs. Spears made the motion, seconded by Mrs. Wilson to approve the *2020-2024 Primary Goals and the 2020-2021 Priority Initiatives* as presented by Mrs. Harkey. The motion carried unanimously.

Action Item C

Mrs. Wilson made the motion, seconded by Mrs. Pennington to approve the *2020 Continuing Education Spring Schedule* as presented by Ms. Feldman. The motion carried unanimously.

Action Item D

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

Public Comment – No one was present to make comments.

President's Report/Board Discussion Items – Mrs. Pennington inquired about vaping on campus. Dr. Johnston stated that signs are posted upon entering all buildings stating that no smoking, no vaping, no e-cigarettes, and no tobacco products are allowed.

Foundation meeting report – Ms. Alexander gave an update on the Vernon College Foundation annual board meeting held on October 17, 2019 in the Joe Chat Sumner Conference room at Century City Center in Wichita Falls. Re-elected for another 5-year term on the board were Mr. Larry Drennan, Ms. Sara Jane Snell, Mrs. Joni Streit, and Mrs. Helen Willingham. The Board also re-elected Mrs. Willingham as Chairperson, Mrs. Streit as Vice Chairperson, and Ms. Snell as Secretary-Treasurer. The Foundation matched the proceeds from the 2019 Foundation On-Line Auction. They awarded grants to the following departments: ADN Program-- \$1,625.00 for nursing and simulation lab equipment; Chaparral Senior Activity Center-- \$4,585.00 for a new dishwasher; Continuing Education-- \$480.00 for pool saddles, and LVN department-- \$2,461.00 for nursing and simulation lab equipment. Dr. Johnston discussed the Fall 2019 Semester Enrollment update, the Branch Campus Maintenance Tax, the new Guided Pathways Texas taskforce, Student Success Personnel’s presentation at the national conference, Athletics, the Annual Audit, and potential new technical programs on the Vernon campus. Michelle Alexander presented the annual philanthropy report, and Garry David presented the annual financial report.

Review of 2018-2019 Institutional Effectiveness Plans Final Summary and the 2018-2019 Annual Action Plan Final Summary – Mrs. Harkey presented the summary of what was accomplished during the 2018-2019 for both plans. The structure of both plans show the resources needed, persons’ responsible, and statement of need. Every year there is improvement.

Program Update – Mrs. Drury presented an update on the three new programs previously approved by the board. In October, the College received the Letter of Approval from our accrediting agency. The Barber Program will start on the Vernon campus in January and at Century City next August for the Fall semester. Dental Assisting and Medical Assisting will begin in January at Century City for the first cohort and then move in to the regular routine starting in the fall as a fall/spring cohort. These are evening programs. The three new instructors are on board and preparing their curriculum. They will be ready to begin classes in the New Year.

Student Success Data Fact – Due to the absence of a full attendance of board members, the student success data fact was moved to next month’s agenda. The Community College Survey of Student Engagement will be the data fact presented.

Dr. Johnston presented the Upcoming College Events:

- (1) Vernon College Theatre Ensemble production *Proposin’* – Thursday, November 21 thru Saturday, November 23, 2019 7:30 pm – Free Admission – accepting donation of a nonperishable food item – Osborne Administration Building Auditorium
- (2) Campuses closed for Thanksgiving Holiday – November 27-29, 2019
- (3) SACSCOC Annual Conference – December 7-10 – Houston, Texas
- (4) Vernon College Board of Trustees meeting – Wednesday, December 11, 2019 11:30 am
- (5) Campuses close for Christmas Holiday – Friday, December 20, 2019 12:00 noon. Campuses open Monday, January 6, 2020

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

Dr. Johnston presented minutes from the Faculty Senate meeting. (October 4, 2019)

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

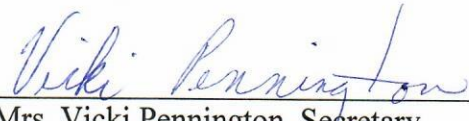
A. Employment

1. Adrianna Caballero, Medical Assisting Instructor, effective November 4, 2019 with a salary of \$39,922.
2. Brenda Elbert, Barber Instructor – Vernon campus, effective November 4, 2019 with a salary of \$49,871.
3. Shani Page, Dental Assisting Instructor, effective November 12, 2019 with a salary of \$42,007.
4. Elizur McLaughlin, Barber Instructor – Century City Center, effective July 1, 2020 with a salary of \$49,871.

There being no further business Mr. Holt made the motion, seconded by Mrs. Wilson to adjourn the meeting at 12:10 p.m.



Dr. Todd Smith, Chairman



Mrs. Vicki Pennington, Secretary