

MINUTES

Regular Meeting BOARD OF TRUSTEES

Vernon College
August 12, 2020

The Board of Trustees of Vernon College met on Wednesday, August 12, 2020 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. Bob Ferguson – Vice-Chairman. Other board members in attendance were Mr. Irl Holt, Mrs. Anne Spears, Mrs. Vicki Pennington, and Mr. James Brock. Absent was Mrs. Ann Wilson – Secretary.

Others present were Dr. Dusty Johnston, President; Dr. Elizabeth Crandall, Vice President of Instruction; Mr. Garry David, Vice President of Administration; and Dr. James Nordone, Vice President of Student Services/Admissions and Financial Aid; Mr. Ken Boatman, Vernon Campus Police Officer; Mrs. Haven David, Human Resources Director; Mrs. Shana Drury, Dean of Instructional Services; Mrs. Amanda Raines, Director of Enrollment Management/Registrar; Ms. Betsy Harkey, Director of Institutional Effectiveness; Ms. Criqueett Scott, Student Success Pathway Director; Mrs. Mindy Flynn, Business Office Manager; and Ms. Mary King, Administrative Secretary to the President. Guests present were Mr. Mike Fry, Consultant with *K.E. Andrews Firm*, and Mr. Eric Clifft, Project Manager with *Savion LLC*, and Mr. Daniel Walker 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 July 8, 2020 Board Retreat/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 July 31, 2020*. Mr. Holt made the motion, seconded by Mr. Ferguson, to approve the report as presented. The motion carried unanimously.

Action Item B

Mr. Ferguson made the motion, seconded by Mr. Holt to approve the *2020-2021 College Operating Budget of \$21,138,730* as presented by Dr. Johnston. The motion carried unanimously.

Action Item C

Mr. Holt made the motion, seconded by Mrs. Spears to approve to propose setting the *2020 Vernon College tax rate* at the no new revenue tax rate of 23.2436 cents per \$100 of appraised property value. The resolution to set the tax rate will be accomplished in the September 9 board meeting. The motion carried unanimously.

Action Item D

Mrs. Spears made the motion, seconded by Mrs. Pennington to approve the *Investment Policies, Procedures, and Strategies as Required by the Public Funds Investment Act* (no changes from previous year) as presented by Mr. David. The motion carried unanimously.

Action Item E

Mr. Ferguson made the motion, seconded by Mr. Brock to approve the *2020 Fall Continuing Education Schedule* with proposed tuition and fees and authorize the Dean of Instruction to set tuition and fees for any additional classes that may develop during the Fall term. The motion carried unanimously.

Action Item F

Mrs. Spears made the motion, seconded by Mr. Holt to approve the *Revised Title IX Sexual Misconduct Policy and Procedure* as presented by Dr. Johnston and Mrs. David. The motion carried unanimously.

Action Item G

Mr. Holt made the motion to approve the *Wilbarger County Appraisal District's 2021 Budget*. Motion not seconded; the motion failed. Mr. Ferguson made a second motion, seconded by Mr. Brock of not approving the *Wilbarger County Appraisal District's 2021 Budget*. The motion passed 4 to 2.

Action Item H

Mrs. Spears made the motion, seconded by Mrs. Pennington to approve the *2020-2021 Handbook Updates and Revisions* as listed and presented by Dr. Johnston. The motion carried unanimously. The approved list of workforce program handbooks – *Associate Degree Nursing, Barber, Basic Firefighter, Basic Law Enforcement, Cosmetology, Culinary, Dental Assisting, EMS Training, Health Information Management, Licensed Vocational Nursing, Medical Assisting, Pharmacy Technician, and Surgical Technology*.

Action Item I

Mrs. Pennington made the motion, seconded by Mrs. Spears to approve the one *Tax Resale Deed* held in trust by the City of Vernon listed as Parcel R77001 to the winning bidder Brian Martinez for the amount of \$99.83. The motion carried unanimously.

Public Comment – No one was present to make comments.

President's Report/Board Discussion Items - No discussion.

July 16, 2020 VC Foundation Board Meeting Update – Dr. Todd Smith informed the Board of the electronic Vernon College Foundation Board meeting and acted on the following items:

- The Foundation Board approved a \$10,000 grant to match the Texas Higher Education Foundation Grant for the Chaparral Emergency Student Aid fund. The fund was created through the employee giving campaign.
- The Board renewed a \$10,000 grant to Vernon College to support the 2020-2021 New Beginnings program.
- The Board also renewed a grant for \$25,000 to fund the Vernon College Foundation non-endowed scholarship.
- Dr. Johnston presented his President's report.
- Vice President Garry David presented the Foundation Financial and Investment Report.
- Ms. Michelle A. Alexander presented the Philanthropic Report.

Adams Creek Solar Project – Representatives – Mr. Eric Clifft, Project Manager of Savion LLC and Mr. Mike Fry, Consultant from the firm K. E. Andrews gave a second presentation regarding additional information on their tax abatement proposal for the solar project. The Board's discussion was mainly on the percentages. The Board will vote on the application at the next board meeting on September 9, 2020.

Annual Planning Calendar –

Mrs. Harkey presented the 2020-21 Annual Planning Calendar. This calendar is presented to the Board annually at the beginning of August after being reviewed and approved by The College Effectiveness Committee. It shows the three-year planning cycle plus the five-year long-term plans. The College uses it as a guideline tool and is provided to the Board for information and reference.

Student Success Data Fact –

Mrs. Harkey presented the student success data fact for this month on Non Transfer Completers and Transfer. As part of our Key Performance Indicators of Accountability for Vernon College, this is another example of what is presented to the Board. This report comes from the Texas Higher Education Coordinating Board. It compares us with other small colleges in Texas for students entering college for the first time at a two-year institution. The students are tracked until they transfer to a four-year institution. Midwestern State University for example, shows to be the number one university that our students transferred to. Texas Tech University is second. It helps us when it comes to recruiting and advising students and what classes they need to be able to transfer to these universities.

VC Leadership Academy Update –

Dr. Johnston stated his fall leadership class will be taught via Teams and has eight people that have signed up.

Fall Board Meeting Dates – Dr. Johnston presented the following Fall Board meeting dates:

- (1) Regular Board Meeting – Wednesday, September 9, 2020
- (2) Regular Board Meeting – Wednesday, October 14, 2020
- (3) Regular Board Meeting – Wednesday, November 11, 2020
- (4) Regular Board Meeting – Wednesday, December 9, 2020

Dr. Johnston presented the Upcoming College Events:

- (1) On-site Registration
 - a. Vernon Campus – Tuesday, August 18, 2020
 - b. Century City Center – Wednesday and Thursday, August 19 & 20, 2020
- (2) Classes begin Monday, August 24, 2020

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

Mrs. Pennington made the motion, seconded by Mr. Holt 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. Amanda Martinez Jasso, Recruiting Coordinator, effective June 20, 2020 with a salary of \$36,532.
- b. Dawn DeLacy, Health Occupations Instructor – Archer City, effective August 10, 2020 with a salary of \$20,779.

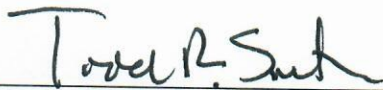
2. Resignation

- a. Robert Fannin, Assistant Baseball Coach/Residence Hall Assistant, effective July 31, 2020
- b. Henry Zarate, Assistant Rodeo Coach, effective July 31, 2020
- c. Jimmy Dennis, Ground Technician, effective August 7, 2020
- d. Crystal Wells, Financial Aid Processor/Electronic Clerk, effective August 14, 2020
- e. Brent Braswell, LVN Instructor, effective August 31, 2020

3. Retirement

- a. Diana Shipley, Director of Cosmetology – effective December 31, 2020

There being no further business Mrs. Spears made the motion, seconded by Mrs. Pennington to adjourn the meeting at 1:20 p.m.



Dr. Todd Smith, Chairman



Mrs. Ann Wilson, Secretary