

# MINUTES

Regular Meeting

BOARD OF TRUSTEES

Vernon College

May 12, 2021

The Board of Trustees of Vernon College met on Wednesday, May 12, 2021 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. Bob Ferguson, Vice-Chairman, and Mrs. Ann Wilson, Secretary. Other board members in attendance were Mr. James Brock, Mr. Irl Holt, Mrs. Vicki Pennington and Mrs. Betsy Smith.

Others present were Dr. Dusty R. Johnston, President; Dr. Elizabeth Crandall, Vice-President of Instruction; Mrs. Mindi Flynn, Vice President of Administration; 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; Mrs. Criquett Scott Chapman, Student Success Pathway Director; Mrs. Jackie Polk, Director of Human Resources; Mrs. Amanda Raines, Director of Enrollment Management/Registrar; Ms. Melissa Elliott, Director of Financial Aid. Mr. Kevin Holland, Director of Campus Police; 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. Ferguson made the motion, seconded by Mr. Holt to approve the Consent Agenda containing the *Minutes of the April 14, 2021 Regular Board Meeting* and the *President's Monthly Travel Expense Report*. The motion carried unanimously.

Public Comment – No one was present to make comments.

## Action Item A

Mrs. Flynn presented the *Financial and Investment Reports as of April 30, 2021*. Mrs. Wilson made the motion, seconded by Mrs. Pennington to approve the report as presented. The motion carried unanimously.

## Action Item B

Mr. Holt made the motion, seconded by Mrs. Smith to approve the *2021-2022 Vernon College Catalog* as presented by Dr. Johnston. The motion carried unanimously.

## Action Item C

Mrs. Pennington made the motion, seconded by Mrs. Wilson to approve the *Continuing Education 2021 Summer Kid's College Schedule* including proposed tuition and fees, and authorizing the Dean of Instructional Services to set tuition and fees for any additional classes that may develop during the summer term as presented by Mrs. Drury. The motion carried unanimously.

## Action Item D

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

## President's Report/Board Discussion Items

Board Comments/Discussion – No comments to discuss

Vernon College Foundation meeting update – Dr. Johnston reported on the April 15, 2021 Vernon College Quarterly Foundation meeting in the Board Room of the Osborne Administration Building at the Vernon Campus. The Directors approved a new grant for the 2021-2022 Vernon College Peer Mentor program, which is a very positive program continuing through the Title III Grant and used in the Student Success programs.

They also approved a renewal grant for the Vernon College Foundations annual scholarship fund. Mrs. Flynn gave the Financial and Investment Report. Dr. Johnston gave the President's update. Mrs. Michelle Alexander presented the Philanthropic Report.

2021-2022 Budget Update – Draft 2 – Dr. Johnston presented Draft 2 of the 2021-2022 Budget. He stated that we have gone back and taken two years of data and tried to make a good estimate on tuition and fee revenue. He said 52 percent of the revenue comes from tuition and fees, so that needs to be an accurate estimate as possible. That is where over half our money will come from to produce our budget. We increased the estimate a little and we decreased the holdback and is currently at 7.5%. In doing that, it has allowed us to put more in the budget, and has allowed that budget to be closer to balanced. The budget includes 1.5 percent salary increase for employees, an additional van, a grant writing position, a new student success specialist, increased money in travel, instructional technology, distance learning technology. He noted that it is \$137,144 from being balanced. bvat our annual retreat in July with the final budget in August. Compared to last year's budget, it is \$137,144 less in revenue. It includes an estimate of 10% reduction in the state appropriation, an estimate reduction in tuition and fees revenue, and in tax collections.

2019-2020 Athletic Scholarship Award Report – Dr. Johnston presented the annual athletic scholarship award report for the 2019-2020 academic year. A total of \$581,750.00 was available for Rodeo, Baseball, Softball and Volleyball scholarships. Recruiting is finished and plenty of students are headed this way. The President stated that he is on a sub group of presidents called the Athletics group that meets every Friday via teleconference to discuss how to deal with athletics in the fall. There are many questions out there on how to proceed with COVID-19 situations. No decisions have been made as of now.

Student Success Data Fact – Mrs. Harkey presented the SACSCOC 5<sup>th</sup> Year Report Responsibility Matrix as this month's data fact.

Vernon College Health Clinic discussion – Dr. Johnston stated

Dr. Johnston reminded the Board of the July Board Retreat/Monthly meeting agenda set for July 14, 2021 at the Joe Chat Sumner Conference Room at Century City Center from 9:00 am to 12 noon including a facility tour followed by a regular meeting at 1:00 pm for any action items.

Dr. Johnston presented the Upcoming College Events:

- (1) Commencement – May 20, 2021 @ 7:00 pm – Kay Yeager Coliseum
- (2) Board of Trustees meeting – June 9, 2021 – Board Room

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

Dr. Johnston presented the minutes from the Faculty Senate Meeting of April , 2021

Personnel –

Mr. Ferguson made the motion, seconded by Mrs. Wilson, to approve the following personnel changes as detailed on Item 6 Personnel information sheet and recommended by the President. The motion carried unanimously.

A. Internal Transfer

- (1) Michelle White, *from* Full-time Administrative Assistant – Vice President of Instructional Services *to* Full-time Benefits Coordinator/Human Resources Administrative Assistant/Physical Plant - Vernon Campus, effective May 3, 2021

B. Resignations

- (1) Sharon Anderle, Career/Veteran Services Administrative Assistant – Century City Center, effective April 29, 2021
- (2) Toni Jones, Benefits Coordinator/Human Resources Administrative Assistant/Physical Plant – Vernon Campus, effective May 7, 2021
- (3) Tom McNeely, English Instructor – Century City Center, effective May 31, 2021

C. Consider Re-Appointment


- (1) Coaches/Assistant Coaches for 2021-2022

Closed Session: Mr. Ferguson made the motion, seconded by Mrs. Wilson, to go into closed session at 12:23 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. Wilson, to reconvene at 12:50 p.m. in open session. The motion carried unanimously.

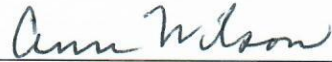
Action: None

There being no further business Mrs. Pennington made the motion, seconded by Mr. Holt to adjourn the meeting at 12:55 p.m.



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Dr. Todd Smith, Chairman



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Mrs. Ann Wilson, Secretary