

MINUTES

Regular Meeting BOARD OF TRUSTEES

Vernon College
September 8, 2021

The Board of Trustees of Vernon College met on Wednesday, September 8, 2021 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, and Mrs. Ann Wilson – Secretary. Other board members in attendance were Mr. Irl Holt, Mr. James Brock and Mrs. Betsy Smith. Absent was Mrs. Vicki Pennington

Others present were Dr. Dusty Johnston, President; Dr. Elizabeth Crandall, Vice President of Instruction; Mrs. Mindi Flynn, Vice President of Administration; Ms. Betsy Harkey, Director of Institutional Effectiveness; Mrs. Holly Scheller, Coordinator of Marketing and Community Relations; 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

Mrs. Wilson made the motion, seconded by Mr. Holt to approve the Consent Agenda containing the *Minutes of the August 11, 2021 Regular Board Meeting*, and the *President's Monthly Travel Expense Report*. The motion carried unanimously.

No one was present for public comment.

Action Item A

Mrs. Flynn presented the *Financial and Investment Reports as of August 31, 2021*. Mr. Ferguson made the motion, seconded by Mr. Brock, to approve the Vernon College year to date and monthly financial and investment reports. The motion carried unanimously.

Action Item B

Mr. Holt made the motion seconded by Mrs. Wilson to approve the *Resolution to Set the 2021 Vernon College Tax Rate* at the no new revenue tax rate of 24.8389 cents per \$100 of appraised property value, as presented by Dr. Johnston and the resolution was read publicly by the Chairperson. The motion carried unanimously.

Action Item C

Mrs. Wilson made the motion, seconded by Mrs. Smith to approve the annual *2020-2021 Wilbarger County Tax Collections* for Vernon College by the Wilbarger County Tax Collector, as presented by Dr. Johnston. The motion carried unanimously.

Action Item D

Mr. Ferguson made the motion, seconded by Mr. Brock to approve the *2021-2022 Vernon College Institutional Effectiveness Plans* as presented by Mrs. Harkey. The motion carried unanimously.

Action Item E

Mr. Holt made the motion, seconded by Mrs. Wilson to approve to *Declare the following as a "Special Population" and to offer "Zero" tuition for Continuing Education classes/Pre-service/In-service training during 2021-2022 school year* for the following – 1)Vernon Police Department – Continuing Education Classes; 2)Wichita Falls Police Department – Continuing Education Classes; 3)Wichita County Sheriff's Office – In-Service Training; 4)Texas Department of Criminal Justice – Pre-Service and In-Service Training; 5)NORTEX Regional Planning Commission – Continuing Education Classes; 6)Area Agency on Aging – Continuing Education Classes; 7)Vernon College Nursing IV Therapy – Continuing Education Classes; and 8)Vernon College Fire Services – Continuing Education Classes. The motion carried unanimously.

Action Item F

Mr. Holt made the motion, seconded by Mrs. Smith to approve the resale of the tax foreclosure properties held in trust by the taxing entities as listed and as presented by Dr. Johnston. The motion carried unanimously.

President's Report/Board Discussion Items - Mr. Ferguson commended Mrs. Harkey on her hard work in promoting the Institutional Effectiveness Plans. Dr. Johnston added that this institution has done a good job in the last several years on all the hard work that goes with the Institutional Effectiveness Plans. Mrs. Harkey, other staff and committees have to find the time and effort on this and actually use the plans. All of the precise documentation that is provided comes into play when we go through our accreditation.

Dr. Smith offered his condolences to Chief Kevin Holland and the Vernon College Police Department on the recent death of police officer Greg Young.

Campus opening/Covid-19 Update – Dr. Johnston stated that he has started sharing the weekly COVID-19 reports again. We did not have any numbers to report for a while. Compared to last August, the numbers are not that much different, although that may change next month or the next. The numbers have gone up in the community, and a little for us, but not bad yet. Staff and students are doing well and staying home if not feeling well. We have been dealing with this for a year and a half, and I have reminded the faculty to be prepared if we were to have to go virtual again. I pat them on the back for stepping up to change their ways of teaching.

2020-2021 Institutional Effectiveness Plans Summary – Mrs. Harkey presented the Institutional Effectiveness Plans Summary for 2020-2021. The Vernon College plans are designed to make sure we address the requirements from outside entities, such as different accreditation requirements. The plans are also a very useful planning and prioritizing tool for the College. The main thing we try to focus on is listed on the template of the plan. It lists each department of the College, their purpose and support of the Vernon College mission, and the assessments used to measure expected outcomes related to the primary goals. They then document their expected outcomes, which is useful evidence for SACSCOC. This summary is used for planning the next academic year.

Safety and Security Audit – Dr. Johnson presented a Summary of the Safety and Security Audit. This audit is prepared and submitted every three years and by law, we are required to provide it to the Board. A big part of the audit is on emergency management. Kevin Holland, Director of campus police reported the audit contains 236 pages. Century City Center police officer Ken Terry also participated on the audit.

Student Success Data Fact – Dr. Johnston presented, in Mrs. Raines absence, the student success data fact for this month on the Fall 2021 Enrollment update. He stated this is a preliminary report for the Fall and Fall 1 2020 versus the Fall and Fall 1 2021. Total headcount for all locations went down from 2,786 last year to 2,364 as of today or a decrease of 15.15%. The contact hours were down from 506,016 to 413,296 or a decrease of 18.32%. The count for Internet was down by 8.54% with 675 compared to 738 in 2020.

Dr. Johnston presented the Upcoming College Events:

- (1) Vernon College NIRA Rodeo September 30 – October 2, 2021
- (2) VC Sports Day – October 12, 2021 – Vernon
- (3) Vernon College Regular Board Meeting – October 13, 2021
- (4) Vernon College Foundation Annual Board Meeting, Wichita Falls – October 21, 2021
- (5) 2021-2022 Sports Status/Schedules (Rodeo, Baseball, Volleyball & Softball) – Exhibits

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

Dr. Johnston presented the minutes from the August 20 Faculty Senate meeting.

Mrs. Smith made the motion, seconded by Mrs. Wilson 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. James Cherry, Custodian – Vernon campus, effective August, 9, 2021
- b. Justin David, Maintenance Specialist – Vernon campus, effective August 17, 2021

- c. Hunter Douglas, Assistant Baseball Coach – Vernon campus, effective August 17, 2021
- d. Lindsey Lipscomb, Head Softball Coach – Vernon campus, effective August 24, 2021
- e. Taylor Swisher, Assistant Softball Coach – Vernon campus, effective September 1, 2021
- 2. Internal Transfer
 - a. Jeanne Ballard, *To:* Director of Financial Aid, *From:* Assistant Director of Financial Aid, effective September 1, 2021
- 3. Resignation
 - a. Kathleen Ervin, Financial Aid/Third party award clerk – Century City Center, effective August 31, 2021
 - b. Deanna Rainwater, Administrative Assistant - Library – Vernon campus, effective August 31, 2021
- 4. Retirement
 - a. Deana Lehman, PASS Department Director/Coordinator of the Office for Students with Disabilities, effective January 31, 2022

Closed Session: Mr. Brock made the motion, seconded by Mr. Ferguson, to go into closed session at 12:21 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 12:59 p.m. in open session. The motion carried unanimously.

Action: None

There being no further business Mrs. Wilson made the motion, seconded by Mr. Ferguson to adjourn the meeting at 1:00 p.m.



Dr. Todd Smith, Chairman



Mrs. Ann Wilson, Secretary