

MINUTES

Regular Meeting BOARD OF TRUSTEES

Vernon College
December 13, 2023

The Board of Trustees of Vernon College met on Wednesday, December 13, 2023 at 11:30 a.m. in the *Board Room* of the *Osborne Administration Building*, Vernon, Texas with the following present: Mr. Bob Ferguson – Chairman, and Mrs. Betsy Smith – Secretary. Other board members in attendance were Mr. Irl Holt, Mrs. Jamie Chapman, Mr. James Brock and Mrs. Meg Heatly. Absent was Mrs. Ann Wilson – Vice-Chairman.

Others present were Dr. Dusty Johnston, President; Mrs. Mindi Flynn, Vice President of Administration; Dr. Criquett Chapman, Vice President of Student Services; Mrs. Bettye Hutchins, Dean of Instructional Services; Mrs. Kristin Harris, Dean of Student Services; Ms. Michelle Alexander, Director of Institutional Advancement/Executive Director, Vernon College Foundation; Ms. Colleen Moore, Director of Enrollment Management/Registrar; Mrs. Jackie Polk, Director of Human Resources; Mrs. Jeanne Ballard, Director of Financial Aid; Mrs. Andrea Sanchez, Director of Continuing Education; Mrs. Holly Scheller, Coordinator of Marketing and Community Relations; Mrs. Kelly Miller, Student Success Pathway Director; Dr. Brad Beauchamp, Director of Institutional Assessment, Planning, and Effectiveness/SACSCOC Liaison; Ms. Caylen Myracle, Assistant Director of Institutional Assessment, Planning and Effectiveness; Mrs. Rachel White, Director of PASS Department/Coordinator Students with Disabilities; Mr. Jeff Hass, Police Officer; and Ms. Mary King, Administrative Secretary to the President. Guests present were Mr. Jeff Graham, Auditor with Condley and Company, LLP; and Mr. Bill Humphrey of the *Vernon Daily Record*.

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

Consent Agenda

Mr. Holt made the motion, seconded by Mrs. Chapman to approve the Consent Agenda containing the *Minutes of the November 8, 2023 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 November 30, 2023*. Mr. Brock made the motion, seconded by Mrs. Smith, to approve the Vernon College year to date monthly financial and investment reports as presented. The motion carried unanimously.

Action Item B

Mrs. Chapman made the motion, seconded by Mrs. Smith to approve the *Notice of Filing Period* (January 17 through February 16, 2023) and the *Order of Trustee Election to be conducted May 4, 2024*. Dr. Johnston stated the purpose of this election is to elect one trustee each for the three positions - Place #5 (currently Ann Wilson); Place #6 (currently Bob Ferguson), and Place #7 (currently Irl Holt) for full six (6) year terms. By election code, a press release with this information will be sent to the *Vernon Daily Record* at the required date. The motion carried unanimously.

Action Item C

Mr. Holt made the motion, seconded by Mrs. Heatly, to approve the *2022-2023 Vernon College Audit prepared by Condley and Company LLP* and publically presented by auditor Mr. Jeff Graham. The motion carried unanimously.

Action Item D

Mrs. Chapman made the motion, seconded by Mr. Holt, to approve the *2024-2028 Strategic Plan* presented by Dr. Beauchamp. The motion carried unanimously.

Action Item E

There were no *Tax Resale Deeds* were received for approval this month.

President's Report/Board Discussion

TASB 46 – Dr. Johnston stated he has not received notice that TASB 46 is available to view on the TASB website. He will inform the Board as soon as the information is available.

Braum's – Dr. Johnston stated Braum's has proposed buying another piece of our property for remodeling/expanding purposes. We sold them a small piece of our land in 2011 for expanding their parking lot. This is for discussion purposes only and if the Board is agreeable with the College selling them another piece of property, he will let them know to proceed. They will take on the responsibility to have the land surveyed and appraised. He will inform the board what their intentions are with their proposal and we will proceed from there.

Core Assessment Results – Dr. Beauchamp presented the 2022-2023 VC Core Curriculum Assessment Report. He explained the purpose, method, sampling method, and results of the core objectives assessed during the 2022-2023 academic year. These included Empirical/Quantitative Skills in Fall 2022, Critical Thinking in Spring 2023, and Social Responsibility in Summer 2023. This report is done every year and is mandated by the THECB (Texas Higher Education Coordinating Board) and submitted every 10 years.

Annual Continuing Education Enrollment Report – Mrs. Hutchins presented the Continuing Education Reports for 2022-2023 Summary for Continuing Education courses funded by the state (funded non-credit) and the CE personal enrichment classes for community service (non-funded, non-credit). She also presented comparison charts by major programs, head count, contact hours, and total enrollment.

Truck Driving program update – Mrs. Sanchez presented an update on the truck driving program. This program started on August 31, 2022. It is a 5-week program. The first course started October 31, 2022 with one single cab truck, 3 students per course with 1 instructor. The program has grown to three trucks, allowing 12 students per course with 2 full-time instructors. Currently we have trained 22 students that have passed and received their CDL's. We have many employers that we are currently working with to train employees that don't have CDLs.

Student Success Data Fact – Dr. Brad Beauchamp presented the 2023 Community College Survey of Student Engagement (CCSSE) Executive Summary of Results as the Student Success data fact for this month. The report utilizes a three-year cohort of participating colleges in all of its data analyses, including the computation of benchmark scores. The survey is administered during odd numbered Spring academic terms. Dr. Beauchamp went over the benchmark results for 1) Active and Collaborative Learning, 2) Student Effort, 3) Academic Challenge, 4) Student Faculty Interaction, and 5) Support for Learners.

Student Highlight – Mrs. White presented Benjamin Kajs as the Student Highlight for the Pass Department. She stated this student is a dedicated and exceptional individual. He had a 3.75 cumulative GPA and wrapped up the semester with a 4.0. He is a peer tutor, an advocate for students with disabilities, facilitates opportunities for improvement. Goal oriented, reliable and hardworking. He plans to transfer to an out of state Liberal Arts College. Wants to pursue a double baccalaureate degree and a degree in educational studies and creative writing.

Dr. Johnston presented the Upcoming College Events:

- (1) College Closed for the Holidays – Friday, December 15, 2023 12:00 noon
- (2) College Re-opens for Spring Semester – Tuesday, January 2, 2024
- (3) On-site Final Registration: Vernon: January 8, 2024 – Wichita Falls: January 9, 2024
- (4) Faculty Return/All Employee Professional Development – Wednesday, January 10, 2024
- (5) January Board of Trustees Regular Meeting – Vernon campus – Wednesday, January 10, 2024
- (6) Spring 2024 Classes begin – Wednesday, January 17, 2024
- (7) Vernon College Foundation Quarterly Board Meeting – Vernon – Thursday, January 18, 2024
- (8) TCCTA Conference – Frisco, TX – February 29 - March 2, 2024

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

Mr. Brock 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.

A. Employment

1. Stevie Williams, Maintenance Specialist – Vernon Campus, effective November 13, 2023
2. Valerie Whitten, Classified III, Administrative Assistant, Veterans Affairs – Century City Center, effective November 27, 2023

B. Internal Transfer

1. Samantha Samano, *to* General Ledger Accountant, *from* Classified III/Business Office - Vernon, effective November 15, 2023
2. Tomas Brown, *to* Full-time CDL/Truck Instructor - Vernon, *from* Part-time CDL/Truck Instructor, effective November 27, 2023.
3. Bruce “BJ” Smith *to* Maintenance Supervisor, Century City Center, *from* At-Will/Custodian – Maintenance, effective December 1, 2023

C. Resignation

1. Melissa Williams, Coordinator of Community & Recreational Services – Century City Center, effective December 1, 2023

D. Retirement

1. Teri Reese, Administrative Assistant – Student Success/Student Services, Century City Center, effective December 31, 2023

There being no further business Mr. Holt made the motion, seconded by Mrs. Heatly, to adjourn the meeting at 12:53 p.m.



Mr. Bob Ferguson, Chairman



Mrs. Betsy Smith, Secretary