

MINUTES

Regular Meeting
BOARD OF TRUSTEES

Vernon College
November 8, 2023

The Board of Trustees of Vernon College met on Wednesday, November 8, 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, Mrs. Ann Wilson - Vice Chairman and Mrs. Betsy Smith – Secretary. Other board members in attendance were Mr. Irl Holt, Mr. James Brock, Mrs. Jamie Chapman, and Mrs. Meg Heatly.

Others present were Dr. Dusty Johnston, President; Mrs. Shana Drury, Vice President of Instructional Services; Mrs. Mindi Flynn, Vice President of Administration; Dr. Criquepp Chapman, Vice President of Student Services; Ms. Michelle A. Alexander, Director of Institutional Advancement/Executive Director, Vernon College Foundation; Dr. Brad Beauchamp, Director of Institutional Assessment, Planning, and Effectiveness/SACSCOC Liaison; Mrs. Kristin Harris, Dean of Student Services; Mrs. Jackie Polk, Director of Human Resources; Mrs. Holly Scheller, Coordinator of Marketing and Community Relations; Ms. Colleen Moore, Director of Enrollment Management/Registrar; Mrs. Kelly Miller, Director of Student Success; Mrs. Jeanne Ballard, Director of Financial Aid; Christian Ford, Student Success Specialist; Ms. Andrea Sanchez, Director of Continuing Education; Mr. Kevin Holland, Director of Campus Police; and Ms. Mary King, Administrative Secretary to the President. Guest present was 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. Wilson, to approve the Consent Agenda containing the *Minutes of the October 11, 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. Mindi Flynn presented the *Financial and Investment Reports as of October 31, 2023*. Mrs. Smith made the motion, seconded by Mrs. Chapman, to approve the Vernon College year to date and monthly financial and investment reports. The motion carried unanimously.

Action Item B

Mrs. Wilson made the motion, seconded by Mrs. Smith, to approve the *2024-2028 Primary Goals* and the *2024-2025 Priority Initiatives* as presented by Dr. Beauchamp and recommended by the College Effectiveness Committee. The motion carried unanimously.

Action Item C

Mrs. Chapman made the motion, seconded by Mr. Brock, to approve the *2024 Spring Continuing Education Schedule* with proposed tuition and fees, as presented by Ms. Andrea Sanchez, and authorize the Dean of Instructional Services to set tuition and fees for any additional classes that may develop during the spring term. The motion carried unanimously.

Action Item D

Mr. Holt made the motion, seconded by Mrs. Smith, to approve a *Tax Abatement Application from Crusoe Energy* for a three-year tax abatement schedule up to five phases of construction. At the completion of each phase, as notified in writing by Crusoe Energy, the abatement schedule will be: Year 1 - 100%, Year 2 – 75%, Year 3 – 25%, as presented by Dr. Johnston. The motion carried unanimously.

Action Item E

No *Tax Resale Deeds* were received.

Action Item F

Mrs. Heatly made the motion, seconded by Mr. Brock, to approve to Designate the Chief Information Security Officer position, as the *Research Security Officer in Compliance with Senate Bill 1565* as presented by Dr. Johnston. The motion carried unanimously.

President's Report/Board Discussion Items – No items to discuss.

Foundation meeting report –

Mr. Ferguson gave an update of the Vernon College Foundation Annual Board Meeting held on October 19, 2023 in the Joe Chat Sumner, III Conference Room at Century City Center. The Directors re-elected Mrs. Helen Willingham, Chairman of the Board, Mrs. Joni Streit, Vice Chairman and Mr. Brent Hillery, Secretary/Treasurer. Mrs. Dee Ann Martin was re-elected for another term, 2023-2028. The Foundation approved the 2024-2025 Scholarship Spend rate and \$9,824 in Departmental Grants from the Foundation's 2023 On-Line Auction. Recipients were: Baseball Program - \$1,515 for furniture upgrades to the Baseball suite; Volleyball - \$1,355 for enhancements to the Volleyball Locker Room; Emergency Medical Services - \$2,921 for equipment for student training and preparation for special population patients; PASS Department - \$1,100 for ADA Technology; Student Services - \$1,650 for supplemental funding for the ChapsLEAD Program and \$1,283 for Dr. Johnston to use at his discretion. The President plans to replace some of the chairs in the Sumner Conference Room at Century City Center. Dr. Johnston gave his President's report; Michelle Alexander presented the annual Philanthropic Report for 2022-2023; and Mindi Flynn presented the Foundation's annual Financial and Investment Report.

Student Success Data Fact –

Dr. Beauchamp presented the Vernon College Fall 2023 Effectiveness Questionnaire results as the Student Success data fact. This questionnaire was open from September 19, 2023 through October 15, 2023. The survey link was emailed to Alumni, Board of Trustees, County Contacts, Foundation Board Members, Vernon College employees, students, and potential students. There were 246 respondents. His presentation included the responses to the survey questions. This information from the questionnaire results is used in the annual planning process, effectiveness plans, and end of the year summaries. Dr. Beauchamp also presented the Count Day Demographic Trends and Count Day Snapshot.

Student Highlight - Mrs. Christian Ford, Student Success Specialist, presented the Student Highlight for this month. She chose Beatriz McMahon, a student who struggled to balance school and work when she first attended Vernon College straight out of high school. She ended up on academic and financial aid suspension and decided not to pursue college and work full time. After realizing she needed a degree to advance in her present working position, she returned in the Fall of 2022 as a part-time student. With the help and guidance from her advisor, she is currently pursuing an Associate of Science degree. After her first semester, she has a 3.0 GPA and is balancing work, school and family life.

Dr. Johnston presented the Upcoming College Events:

1. Campuses Closed for Thanksgiving Holiday – November 20-24, 2023
2. SACSCOC Annual Conference – December 2-5, 2023 – Orlando, FL
3. Vernon College Fall 2023 Final Exams – December 2-December 7, 2023
4. Vernon College Board of Trustees meeting – Wednesday, December 13, 2023 – 11:30 am
5. Campuses Closed for Christmas Holiday – Friday, December 15, 2023 12:00 noon. Campuses Open Tuesday, January 2, 2024

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

Mr. Brock 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.

A. Employment

- a. Cynthia Chavez, Classified II, Business Office, PBX Operator – Century City Center, effective September 16, 2023
- b. Taylor Seedig, Classified II, Student Success – Vernon, effective October 24, 2023
- c. Adela Sanjuan, Coordinator of College Access – Century City Center, effective November 1, 2023
- d. Caylen Myracle, Assistant Director of Institutional Assessment, Planning and Effectiveness – Century City Center, effective November 2, 2023

B. Resignation

1. Taylor Swisher, Assistant Softball Coach – Vernon, effective October 9, 2023
2. Reisa Johnston, LVN Instructor – effective December 15, 2023

C. Retirement

1. Dona Crow, Administrative Assistant/Veteran Services – WF/Vernon, effective December 29, 2023

D. Consider Reappointment

1. Veronika Webb, Volleyball Coach for 2024

Closed Session: Mr. Holt made the motion, seconded by Mrs. Heatly, to go into closed session at 12:40 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. Holt made the motion, seconded by Mrs. Chapman, to reconvene at 1:10 p.m. in open session. The motion carried unanimously.

Action: None

There being no further business Mrs. Wilson made the motion, seconded by Mr. Brock, to adjourn the meeting at 1:10 p.m.



Mr. Bob Ferguson, Chairman



Mrs. Betsy Smith, Secretary