

This monthly report is intended to provide the Vernon College Board of Trustees, Vernon College Foundation Board members, as well as college faculty and staff, with updated information regarding significant college activities, issues, and accomplishments.

College Governance – Dr. Dusty R. Johnston, President

- At the July 10, 2024 Vernon College Board of Trustees meeting, the board discussed and approved:
 - Handbook/Manual updates
 - I.S.D Contracts-- Vernon College enters into contract agreements with several area high schools to provide specific instruction. These contracts details duties, responsibilities, and costs associated with the agreement to provide Health Occupations and Culinary Arts. The contract agreements comply with the Texas Higher Education Coordinating Board Rules Chapter 9, Sub-chapter I, Section 9, 193. The 2024-20245contracts are with—Burkburnett, Electra, Vernon, and Windthorst. The contracts will be finalized once enrollment is complete.
 - Tax abatement application—Vernon College received a tax abatement application from Blue Summit II Storage, LLC. Blue Summit II Storage, LLC is expected to be a 150 Megawatts AC (450 Megawatt Hours) Battery Energy Storage System (BESS), that when established will create an estimated 75 construction jobs. The project is anticipated to commence construction Q1 2025 and will be fully operational by year end 2025. The company has agreed to the Vernon College tax abatement schedule of:
 - Year 1 100%
 - Year 2 75%
 - Year 3 25%
 - TASB insurance renewal--The TASB Risk Management Fund is the oldest and largest governmental risk pool serving more than 1,000 public schools and other educational entities in Texas. The Fund is governed by a 19-member board of school trustees, superintendents, and administrators from member districts. The board ensures the Fund remains financially strong and responsive to member needs. Fund programs and coverages continue to support the risks shared by Fund members but also reflect the challenging environments that Fund members face today. The coverage proposal includes terms and contribution amounts for the programs in which Vernon College participates.
The TASB Risk Management Fund cost for the 24-25 school year.
 - Property Coverage Contribution \$254,059
 - Auto Coverage Contribution \$15,361
 - School Liability Contribution \$20,726
 - Information Security Contribution \$12,500
 - Issuance of employee contracts for 2024-2025—The salaries included a total of 3% increase in compensation for all employees.
 - Discussion items included:
 - 2024-2025 Budget-The budget proposal estimates tuition and fee revenue on actual 2023-2024 tuition and fee revenue plus a small percentage based on summer enrollment data. Draft four is balanced at this time. There may be additional small changes prior to approval in August. Draft four tax revenue is based upon the estimated effective “no new taxes” rate. Draft four includes the following expectations:
 - Accurate estimate of tuition and fee revenue with small percentage increase
 - 3.0% increase in compensation for all employees
 - Small reductions from 2023-2024 level of funds for repairs, remodeling, maintenance, or contingency
 - Year four of the five-year cost of the new ERP/SIS—Ellucian Colleague
 - \$500,000 from savings/reserve to pay toward the Ellucian/Colleague cost
 - Funding for faculty professional development travel

- Funding for instructional technology
- Funding for distance learning technology
- Funding for information technology equipment
- Tax Appraisal/Tax Rate—Based upon the pre-certified appraisal values, the **estimated** no new revenue tax rate (effective rate) for 2024-2025 will be **0.19503** compared to this year's rate of **0.19455**. A very slight increase per \$100 of evaluation. The estimated no new revenue tax rate will produce an estimate of just over \$3.4 million. The final certified appraisal values may impact this estimated rate.
- The administrative team attended the summer Texas Association of Community Colleges (TACC) conference in Austin, July 31-August 2. Several important topics were discussed including:
 - Update from interim THECB commission—Sarah Keyton
 - HB 8 technical assistance
 - Legislative appropriations requests (LAR)
 - Potential upcoming legislative session topics of interest
 - Credentials of value and THECB data
 - Workforce, economic development, and education partnerships
 - Texas Success Center
 - Legislative advocacy
 - Dual Credit
 - Legal landscape
 - The impact of artificial intelligence on higher education

Instructional Services – Shana Drury, Vice President

- Faculty Success module implementation/training almost complete. Judy Ditmore built a Corrective Action Plan into the module and we are currently testing the workflow. Faculty Professional Reviews have been successfully tested and it works smoothly.
- Thanks to Criquett Chapman for updating the program outlines for 24-25.
- Need to build Institutional Credential Leading to Certificate or Licensures (ICLCs) and additional Occupational Skills Awards (OSAs) for 23-24 and 24-25.
- Criquett and Team graduated Continuing Education (CE) students for the first time in Colleague
- Gathering SACSCOC artifacts and narrative
- Sheppard Air Force Base tour of Skills Training Center and Century City Center on July 29
- Submitted the Corrective Action Plan for the Dept. of Defense Voluntary Education Program audit and it was approved. One more step and we should be complete! Thanks Criquett for assisting!
- Received final approval for the Texas Higher Education Coordinating Board (THECB) Recommended Course Sequence
- Bettye Hutchins, Jason Scheller and Jason Jenkins attended Texas Community College Teachers Association's (TCCTA) Leading from the Middle in San Antonio, July 14-16
- 2024-2025 Perkins grant was approved. Great job Bettye Hutchins and Zachery Nguyen-Moore!!
- Nursing department was awarded \$260,316.81 for the Nursing Shortage Reduction Program (NSRP) from THECB. Great job Dr. Mary Rivard!!
- Dr. Mary Rivard presented, along with Andrea Anderle from United Regional Healthcare Center, at the Accreditation Commission for Education in Nursing (ACEN) conference about the apprenticeship program and academic/practice partnerships. They have also been asked to do a poster presentation at the Organization for Associate Degree Nursing (OADN) conference in October in Tampa.
- Onsite registration planning
- Internal meeting regarding Inclusive Access and scholarships, refund timeframes, New Beginnings, etc.
- Finalizing Staff Development and Faculty Development agendas
- VC's Core Curriculum changes for 24-25 were approved by the THECB. Many thanks to the taskforce and Joe Johnston for chairing!
- Attended Texas Association of Community Colleges (TACC) Summer Institute with President and VPs July 31-August 2 in Austin.

Student Services – Dr. Criquett Chapman, Vice President

Highlights in July:

- July 9-10 Delilah Fowler, Christian Ford, and Mark Cisneros attended ASIST Training: The world's leading suicide intervention skills training program
- July 10 – Summer 2 courses began
- July 15-19 - Criquett Chapman, Jason Makepeace, and Kelly Miller attended WAVES: Western Association of Veterans Education Specialists
- July 16 - Chaparral Orientation in Vernon with 25 students and about 16 guests attending
- July 23 - Chaparral Orientation in Century City Center with 22 students and about 15 guests attending
- July 23 - Kristin Harris and Kelly Miller participated in the Summer series: Data to Action for Student Parents in Texas
- July 24 - Sheppard Air Force Military and Family Resource Center Staff came to tour CCC and STC and learn about opportunities for the families stationed at Sheppard
- July 24 - Jacqueline Bone, Christian Ford, and Kelly Miller completed International Student Advisor training with Admissions
- July 24 – VC Discipline Evaluations completed
- July 27 – Volleyball began move-ins to VC Housing
- Vernon College Testing Centers tested 250 students in July 2024
- Processing applications and assisting students through the registration process
- Attended the Summer TACRAO virtual conference
- Attended the NJCAA Summer Seminar
- Processing financial aid and awarding scholarships as quickly and accurately as possible

Upcoming in August:

- Aug 2 – Leaderfest Wichita Falls attended by Kristin Harris, Kelly Miller, and Adela Sanjuan
- Aug 5 – Testing Center will be administering the Surgical Technology certification exam
- Aug 6 – taking VC cookies to the new Wichita Falls High Schools to celebrate opening of the new schools
- Aug 8 – LVN Pinning at MPEC
- Aug 13 – Onsite Registration at Vernon and CCC
- Aug 14 – VC Board Meeting
- Aug 15 – Professional Development
- Aug 17-20 – VC Housing move in
- Aug 21 – Fall 2024 Classes Begin
- Aug 21 – VC Housing Orientation
- Aug 21-23 – Schedule Changes
- August 23 – Fall 2024 Payment Deadline
- August 26-29 – Voter Registration Table Vernon Campus
- Aug 28 – Welcome Back Lunch Picnic free to employees and students on the Vernon Campus
- 20 students selected to participate in Vernon College's "I'm First" program for first generation college students
- VC Testing Centers will focus on TSIA2 testing in the month of August and expect to be at full capacity
- All Student Services Departments are focused on Fall 2024 enrollments and helping students

Finance/Administrative Services/Physical Plant – Mindi Flynn, Vice President

Business Office

- Completed the 2024-25 Budget. The Board of Trustees will approve the new \$23M budget on August 14, 2024.
- We have begun initial work with Condley and Co on the 2023-24 audit. They were onsite during July and will be back in October to complete fieldwork.
- Calculated and posted tax rate, with board approval, in the Vernon Record. The new rate will be .0203767 per \$100 of appraised value.
- We have participated in several meetings with BibliU regarding next steps for inclusive access.
- Mindi Flynn attended the Texas Association of Community Colleges (TACC) Summer Institute annual conference in Austin.
- Over 220 students were turned into our third party collection agency for bills unpaid from 2021 to 2023.

- Signed a new lease agreement with BibliU.
- Mindi Flynn attended a webinar on Financial Responsibility
- Malinda Fleming, Shelly Mason, Samantha Samano and Keely Kieschnick delivered Meals on Wheels for Administrative Services.
- Current posting for CASHIER-Vernon campus is on website.
- Currently seeking a vendor for the Century City Center (CCC) Café.

Physical Plant

- Completed three-year Safety & Security audit.
- Replaced the roof on half of the Sumner Applied Arts and Sciences (D building) on the Vernon campus.
- Reconfigured lights in the nursing lights.
- Installed “RESTROOM” lettering in the Wright library.
- The AC Compressor in the John Deere was replaced.
- Assembled a secure rack for IT equipment at the baseball dorm and also assisted in installation of new speakers at the baseball field.
- Additional hydrants were installed at the rodeo area for stalls.
- Completed the laundry room in the main dorm by replacing light fixtures and new machines. We also replaced one washer in the athletic dorm. The main water line cutoff at the dorms was also replaced.
- Floors were refinished in the Student Center (SUB) and the softball complex.
- Trees in Vernon were treated for invasive parasites.
- Working with Core Displays and electric company to get new digital sign installed at CCC in August.
- Annual inspections completed for fire alarm, fire sprinklers and elevator at CCC.
- Repainted handrails at Skills Training Center (STC) as well as landscaping upgrades.
- Roof patching at CCC, as well as paint touchups and replacing ceiling tiles.
- Mowing weekly and landscaping at Vernon and STC, as well as repairs made to the irrigation system.
- Cleaning and sanitizing daily and nightly, as well as stripping and buffing floors.
- Current posting for NIGHT CUSTODIAN-Wichita Falls is on website.

Human Resources

- Accepting full time applications for:
 - Night Custodial Technician, CCC
 - Coordinator of Allied Health programs – Continuing Education, CCC
 - Athletic Trainer – Vernon Campus
- Recent hires:
 - Jaylan Thomas, Head Volleyball Coach, Vernon Campus, effective 7/29/2024
 - Wyatt Moore, Assistant Baseball Coach/Resident Hall Assistant, VC, effective 8/1/2024
- Accepting part time and adjunct applications for:
 - Patient Care Technician Instructor
 - Medical Assisting Instructor
 - Speech Instructor
 - Truck Driving Instructor
 - EMS Adjunct Instructor
 - Hourly Court Reporting Instructor
 - Kinesiology Instructor
 - LVN Adjunct Instructor
 - ADN Adjunct Instructor
 - Culinary Instructor
- Working on various reports, audits and surveys, processing new employees, processing employees retiring and quitting, continued work on SACS, beginning the final NEOED transition of Performance Evaluations, sent out sick bank enrollment, mailing out final faculty contracts, and resetting SafeColleges trainings.

Information Systems and Technology – Roxanne Hill, Vice President

- Official and Unofficial Transcript Design and Delivery – In Progress
- Weekly Colleague Team LEAD meetings
- Working with Human Resources on various projects
- New VC IT Ticket System to be deployed on August 9, 2024
- Crystal Tate attended Canvas Instructure Conference in Las Vegas, NV
- Elizabeth Gonzalez, Anna Martin and the Vernon Facilities Crew installed new speaker system at the Baseball Complex
- Anna and VC Crew cleaning and organizing all VC classrooms – Vernon and CCC locations completed
- Donna Turney and VC Crew cleaning and organizing server rooms
- Dylan Guerrero and RunBiz on site in July to test Dorm WiFi and install update security camera infrastructure
- Roxie Hill attended Softdocs Conference in New Orleans, LA
- Roxie attended Texas Association of Community Colleges (TACC) Summer Institute annual conference with VC Administration Team in Austin, TX

Institutional Assessment, Planning, and Effectiveness – Dr. Brad Beauchamp

- Editing/reviewing SACSCOC narratives for fifth-year interim review
- Updating IE website pages
- Writing QEP Impact Report
- Completed data request for Institutional Advancement
- Completed HEERF Year 4 data request
- Completed HEERF Year 3 update
- Working on Student Right to Know data for 2023-2024
- Assisting with closing 23-24 Institutional Effectiveness Plans
- Assisting with closing 23-24 Annual Action Plans
- Assisting with creation of 24-25 Institutional Effectiveness Plans
- Completed 2024 SACSCOC Financial Profile
- Compiling data for Eligible Training Provider Student Data Report
- Compiling data for THECB Licensure/Certification Report
- Created sample for Summer 2024 Core Assessment of Teamwork

Institutional Advancement – Michelle Alexander

- Callee Serrano participated in various Vernon Chamber of Commerce activities throughout July.
- Completed the data health updates in RE NXT, the alumni and development database, including address, email, and deceased records.
- Callee completed the import of the 2024 Online Auction Information into RE NXT. Planning is beginning on the 2025 auction.
- Callee attended a webinar through Blackbaud about how to increase gifts amount with the new intelligent ask feature
- Work continues on the migration of the old paper donor records in RE NXT.
- Michelle Alexander, Brad Beauchamp and Mindi Flynn completed updates to the HEERF FY 2022 reopened Annual Report.
- Completed 2024-2025 Round 2 Scholarship Offers. Working with Allied Health Program Directors on their 2024-2025 Scholarship Offers.
- Working with Blackbaud on the new security overlays for RE NXT and Blackbaud Award Management.

Marketing – Holly Scheller

- Helped design and promote (FAFSA) Free Application for Federal Student Aid 500 promotion that was executed by the Financial Aid office, Tracy Catlin, and Adela Sanjuan. I also learned most of us say FAFSA incorrectly (FASFA I'm looking at you)
- Helped Brad Beauchamp design a Strategic Plan mockup
- July was filled with VC advertising. We were everywhere, including on broadcasts, billboards, social media, TikTok, and YouTube.
- Designed and posted social media for the VC Feed.
- Worked with Jackie Polk to produce the Employee Handbook
- Our Print Catalog will be in mid-September
- Promoted our pharmacy tech and barber programs

Athletics – Jason Jenkins

- **HERE WE GO!!** Volleyball opened camp on August 1 with 14 players and only one returner. This is also a new season with a new coach! Jaylan Thomas accepted the position of Head Coach on July 29th. This was after Coach Veronica Webb left on July 8th to accept a position with Texas Women's University. She however, did not leave the cupboard bare. There is a bunch of talent with the incoming freshmen and they have a very solid sophomore leading the way. Coach Thomas has a wealth of playing experience having played at Ranger College and then at Prairie View A&M. With a new head coach, a new assistant is also on board. Kadence Looper who played for the Chaps last fall, will add some stability to the volleyball program and a great deal of playing experience within this conference. Games this year will be a little different in conference with games being played on Wednesday night at 6:00 p.m. and then again on Saturday at 1:00 p.m. We hope to see you all at some games this fall.
- Rodeo will have a much bigger team this year than in years past. Coach Clayton Jackson has been hitting the recruiting trail hard and has brought us 35 student-athletes. He says this is a very raw yet talented bunch of cowboys and cowgirls that could really make some waves this year in the Southwest Region. Carlee Potter joins the rodeo staff this year as an assistant rather than a contestant. She brings some great experience to relate back to our student-athletes.
- Baseball is getting things lined out with its roster. Coach Devin McIntosh is expecting right at 40 players to show up this fall. He has been excited about this upcoming year and says we should have a better year than we did last year. That is a tall order to fill with that team recording the first winning season in 25 years. Coach McIntosh also welcomes a new assistant with Wyatt Moore coming on board. Coach Moore brings several years of coaching experience to Vernon College and is looking to improve the offensive output from last year.
- Softball has not looked back at last year's struggles. With that said they just missed out on making the Region Tournament by 1 game. Coach Lindsey Lipscomb and her new assistant, former Chap player, Abby Bates, have been aggressive with recruiting. Twenty-seven young ladies will be looking to become the next great team at Vernon College. They are both excited with this year's team as it will be a good mix of sophomores and an extremely talented group of incoming freshmen.
- With all that said we would appreciate all your support by coming out to the games and seeing what high-level collegiate sports looks like. Lots of local talent both on the field and on the bench should lead to a great year! LET'S GO CHAPS!!

DRJ Comments

- I look forward to an exciting and informational 2024 Fall Kick-off on Thursday, August 15 and a successful first day of classes on Wednesday, August 21. I am always glad to get a semester started.
- I hope you had an enjoyable summer and are ready for a fast paced and action-packed fall semester.
- Please contact me with any input or questions at:
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