

**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**

- Daryl Wolf, Bob Ferguson, and Ann Wilson began their new six-year terms at the May 8 board meeting. Each newly elected board member was issued a *Certificate of Election*, completed a *Statement of Office*, and took an *Oath of Office*. The board approved a slate of officers for 2024-2026;
  - Bob Ferguson—Chairperson
  - Ann Wilson—Vice-Chairperson
  - Betsy Smith--Secretary
- At the May 8 board meeting, the Vernon College Board of Trustees also considered and approved:
  - Certification that Vernon College was in compliance with Senate Bill 17
    - Senate Bill 17 (88th, Regular Session) restricts the use of state funds to support Diversity, Equity, and Inclusion (DEI) offices and/or activities. SB 17 also requires the governing board of each Texas public institution of higher education to annually certify compliance with the bill’s provisions for the preceding fiscal year to the Texas legislature and the Texas Higher Education Coordinating Board. An institution of higher education may not spend money appropriated to the institution for FY2025 until the governing board certifies each institution’s compliance for FY2024 to the legislature and Coordinating Board. Each governing board’s FY2024 certification is due to the legislature and the Coordinating Board on or before September 1, 2024.
  - Parenting policy--Several bills passed in the last Texas legislative session to assist students who are parents. The proposed policy ensures Vernon College meets the intent of each bill. In summary:
    - HB 1361 requires institutions of higher education to designate a liaison officer to assist students who are parents,
    - SB 412 provides specific legal protections for students who are parents, and
    - SB 459 ensures that students who are parents have access to designated early registration periods if the institution has any designated early registration for specific groups
  - Continuing Education and Kids College Schedule
    - State guidelines required that continuing education and noncredit workforce training tuition and fees for community colleges be approved by the board prior to each semester. The board may also authorize a designee to set tuition for any additional classes that develop during a semester. The 2024 Continuing Education and Kids College schedule including proposed tuition and fees is attached for your review. In addition, it is a routine process for the board to authorize the Dean of Instructional Services to set tuition and fees for any additional classes that may developed during the summer term.
  - CCC digital sign
    - The administration team has been exploring options for new signage at Century City Center for a couple of years. After much review, the team recommended a 4x10 high resolution sign from Core Displays. This is the same company that did the Vernon marquis and we are very satisfied with it. There is a 5-year warranty. Core Displays will remove the existing sign, obtain all city permits and install the new signage for \$69,865.
  - Land adjacent to Braum’s
    - Braum’s indicated they were interested in purchasing land near their existing parking lot for future expansion. A request for proposals was posted for two weeks in the Vernon Daily Record. Braum’s submitted a sealed bid for the property in the amount of \$75,000.00.

- Personnel
  - The reappointment commitment to coaches and assistant coaches for 2024-2025 was approved.
- The board also reviewed the second draft of the 2024-2025 proposed budget. The third draft will be reviewed at the June 12 meeting. The final budget will be approved at the August 14 meeting.
- The annual Vernon College Board of Trustees retreat and regular meeting will be held at the Skills Training Center on July 10, 2024. The tentative agenda includes:
  - 8:30 – 9:00 Breakfast, coffee, etc. available
  - 9:00 – 10:00 Tour of Skills Training Center
  - 10:00 – 10:15 Break
  - 10:15 – 10:45 Review items from 2024 Board Self-Reflection survey
    - Participation in National Associations/Conferences
    - Operations
    - Facilities—Mindi Flynn
    - Student Success
    - State legislative advocacy
  - 10:45 – 11:15 Colleague ERP/SIS Update—Roxie Hill and others
  - 11:15 – 11:30 Update on new Community College Finance Model/  
Board member questions—Dr. Johnston
  - 11:30 – 11:45 2024-2025 draft budget review
  - 11:45 – 12:00 Tax Rate Review
    - Effective rate— “no new revenue tax rate”
    - Roll back rate— “voter-approval rate”
    - Tax Levy
  - 12:00 – 1:00 Lunch
  - 1:00 Regular meeting

### **Instructional Services – Shana Drury, Vice President**

- Graduation on May 9 was very successful! Kudos to Colleen and team for their hard work!
- Final grades due and closing out the Spring semester
- Dr. Mary Rivard submitted a JET grant for equipment that will benefit allied health programs and the biology department for a total of \$327,534
- Faculty Success training through Watermark is going very well. All faculty have been uploaded. Degrees, followed by licensures and certificates have been uploaded.
- Employee Handbook edits
- Catalog final edits
- Instructional Services team toured SAFB on May 14 to see what training we can assist with. Next steps...SAFB will be taking a tour of VC.
- TACC/TDCJ webinar May 15
- Community Partners Breakfast May 21 at CCC
- 24-25 budget discussions
- FY25 THECB formula funding model review and discussion
- Angela Ward will serve as a Cosmetology evaluator for Skills USA in Atlanta, GA June 24-27
- Submitted THECB Recommended Course Sequencing report on May 28. Thanks Judy Ditmore and Brad Beauchamp for your assistance!
- 24-25 HERC plan has been uploaded. Thanks Bettye Hutchins!
- Rachel White has been nominated and selected to serve as Secretary on the Board of Directors for AHEAD.

### **Student Services – Dr. Criquett Chapman, Vice President**

#### Highlights in May

- May 6-8 – Finals snacks in the dorm lobby in the evenings
- May 8 – Dual Credit Registration Workshop at Vernon High School

- May 7 - Attended Wichita Falls Chamber of Commerce Lunch
- May 9 – Graduation at Wichita Falls MPEC at 6:00 pm
- May 10 – Housing Move Out deadline
- May 14-16 – Wichita Falls CARE Conference at CCC
- May 15 – Texas Veterans Commission Question and Answer session
- May 16 – VC VA met with Workforce Solutions for military spouse support
- May 21 – Wichita Falls Community Partners Breakfast at CCC
- May 22 – Narcan Meeting with Lindsey Streit
- May 23 – Completed Financial Aid Satisfactory Academic Progress (SAP) review
- May 29 – Onsite Registration for Summer
- May 30 – Currently Financial Aid has received 1759 FAFSA’s for 2024-2025
- Housing Show Room redecorating
- Student Success – advising students for summer and fall
- Financial Aid – processing applications
- Testing – providing all available testing
- Academic Standards updated to align with Colleague and require mandatory participation in the Academic Improvement Program for all students who are not in academic good standing
- Student Success starting an “I’m First” program for first generation VC students through a VC Foundation Grant
- Student Success Survey sent to all Spring 2024 students
- 2024-2025 Student Handbook and Resident Handbook is updated and sent for Board of Trustees approval

**Upcoming in June**

- June 3-4 Summer Term schedule changes
- June 4 – Summer Term payment deadline
- June 6 – On site Trinity Valley Community College visit for hands on work with Element
- June 17-20 - Financial Aid Awareness Week
- June 19 – Juneteenth Holiday
- June 20 – Financial Aid Priority Deadline
- June 25 – Chaparral Orientation CCC 9am-2pm

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

**Business Office**

- Working on SACSCOC 5<sup>th</sup> year review information and trying to update the Facilities Master Plan in conjunction with this.
- Working with the State of Texas to ensure VC is compliant with the Public Funds Investment Act.
- Margaret Kincaid and Cindy Hotz helped build the float for the Santa Rosa parade.
- A tremendous amount of work has been done on the 2024-25 budget. Draft 3 will be presented to the Board of Trustees on June 12.

**Physical Plant**

- Made multiple repairs to HVAC units in Vernon, including Osborne Admin Building, Wright library and replacing a compressor in the server room. A supplemental AC unit was installed in the truck driving simulator room.
- Joey Lama played a tremendous role in building the Santa Rosa Rodeo float for VC. Lyle Bonner drove the new athletic bus in the parade.
- Stevie Williams and Paul Frommelt attended Pool School in Denton to continue accurately treating the pool in the King Gym.
- Scheduling painters and contractors to make upgrades in the dorms this summer.
- The farm land was plowed.
- Plumbing lines were repaired at CCC from the City main to the south side of the building.
- Brett and crew assisted with the new accent wall in the student service suite at CCC.
- Roof patching at CCC, as well as paint touchups and replacing ceiling tiles.

- Trees were trimmed and flower beds were cleaned up on the Vernon campus.
- Crews on both locations helped with graduation and nursing pinning set ups.
- Working to get electricity requirements ready for the new digital billboard at CCC.
- Mowing weekly and landscaping at Vernon and Skills Training Center.
- Cleaning and sanitizing daily and nightly, as well as stripping and buffing floors.
- Kenneth Duke was hired as a custodian on the Vernon Campus.
- Jesse Mejia was hired as a maintenance specialist on the Vernon Campus.

### **Human Resources**

- Personnel
  - New Hires
    - Kevin Cisneros, Classified II, Administrative Assistant, LVN, CCC, effective May 1, 2024
    - Kenneth Duke, Custodial Technician, VC, effective May 13, 2024
    - Jessie Mejia, Maintenance Specialist, VC, effective May 14, 2024
  - Resignation:
    - Bruce Zotz, ADN Instructor, CCC, effective May 31, 2024
    - NO CURRENT JUNE RESIGNATIONS!!!
- Michelle Downes, Margaret Kincaid and Jackie Polk will start the Professional Review process for NEOED.
- Michelle, Margaret, Roxie Hill and Jackie are finishing up the groundwork for Benefits enrollment in Ellucian for our July enrollment date.
- Michelle and Jackie attended the Texas Association for Community College Professionals (TACCHRP) 5/29 - 5/31 in Galveston
- Michelle Downes
  - Attended graduation and took pictures of graduates on May 9<sup>th</sup>, 2024
  - Emailed supervisors who have NOT completed classified and administrative evaluations
  - Spearheading benefit enrollment with Ellucian
  - Prepared paper onboarding for full-time and part time employees
  - Organized the Rodeo Parade with the Community Interactions Committee
- Jackie Polk
  - Attended College Effectiveness meeting May 3<sup>rd</sup>, 2024
  - Completed Reappointment list of Staff
  - Attended VC graduation May 9<sup>th</sup>, 2024
  - Attended the CEC job fair May 10<sup>th</sup>, 2024
  - Attended the CARES Conference May 14<sup>th</sup> – May 16<sup>th</sup> at VC
  - Working on Employee Handbook revisions
  - Continued work on SACSCOC

### **Information Systems and Technology – Roxanne Hill, Vice President**

- Official and Unofficial Transcript Design and Delivery – In Progress
- Ellucian Experience late Summer 2024 Deployment
- Piloting BibliU in Canvas – Online textbooks delivered within courses on day 1 of semester
- Scheduling Cybersecurity services and testing for summer through Texas DIR
- New Information Systems and Technology Department effective May 1, 2024
- Planning the VC IT and RunBiz Co-Management Transition Plan

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

- Editing/reviewing SACSCOC narratives for fifth-year interim review
- Working on updating KPIAs and IE website pages
- Writing QEP Impact Report
- April reminder communication of professional development offerings drafted
- Editing substantive change letter for closure of Medical Assisting program based on SACSCOC request
- Completed all IPEDS for 2023-2024

- ARGOS trainings
- Report edits in ARGOS
- Completed data request for Institutional Advancement
- Completed data request for CTE Navigator
- Completed FY2024 performance funding workbook
- Serving on SACSCOC Off-Site Committee
- EVisions (ARGOS) conference
- Ellucian (Colleague) conference
- Pathways conference

### **Institutional Advancement – Michelle Alexander**

- Callee Serrano imported 1,048 new alumni records in the RENXT database and updated 92 alumni records with 2022-2023 degree and certificate of completion information.
- Callee assisted the Vernon Chamber of Commerce with the annual Santa Rosa Roundup Parade along with monthly Chamber activities.
- Work continues on adding old donor files to RENXT.
- Michelle Alexander participated in the Dual Credit Coordinator Meeting on April 30, 2024
- Michelle attended the Zavala Banquet on May 10, 2024
- Working with 2024-2025 Scholarship Applications submitted during the Round 1 application period. Round 2 will close on June 15 and the Scholarship Committee will begin reviewing the applications the following week.
- Michelle participated in the Arts Council of Wichita Falls Board meeting on May 21, 2024.

### **Marketing – Holly Scheller**

- We shot new commercial footage and produced 12 ads highlighting our high-tech labs and programs. Those will run on social media, broadcast, and billboards at the same time as our Fall enrollment blitz. In short, we should be EVERYWHERE. These are two massive campaigns happening at the same time.
- I also finished editing the catalog, and it will be live VERY soon.
- I shot and posted candid pictures from graduation. Michelle's 2,000 (!!!!!) graduation pictures are now downloaded to a share folder and will be uploaded within the next week.
- I worked on a Vernon College bowling night at Village Bowl. It will be more of an “open bowl” concept than a league night. The way it’s shaping up is, starting next Tuesday, you can find Vernon College employees at Village Bowl at 6pm bowling and enjoying comradery and competition. I’m hoping this is just the beginning of VC activities. So far we have 20 people joining us for Tuesday night bowling. Drop in any Tuesday night.

### **Athletics – Jason Jenkins**

- Athletics finished up with several items on their to-do-list.
- First was the annual sports banquet where several awards were handed out plus a really good meal.

#### Baseball

- Newcomer of the Year – Kyler Bowman
- Pitcher of the Year – Ty Cunningham
- Offensive Player of the Year – Travis Bragg
- Coaches Award – Carson Shields

#### Softball

- Newcomer of the Year – Katie Rodriguez
- Defensive Player of the Year – Ryleigh Ashford
- Offensive Player of the Year – Abigail Bates
- Coaches Award – Aliyah Castilleo

#### Rodeo

- High Point Men’s – Carson Campbell
- High Point Women’s – Carlee Potter
- Top Hand – Taylor Thompson/Kyna Hudman

Volleyball

- Newcomer of the Year – Carli White
- Defensive Player of the Year – Brooklyn Lane
- Offensive Player of the Year – Carli White
- Coaches Award – Alex Gomez

Athletic Trainers

- Devin Martinez & Oliviah Anthony Wilbur Award – Kenna Hudman

Baseball - 3 players also earned post season honors.

- Travis Bragg – 2<sup>nd</sup> Team All-Conference
- Eric Maisonet – 2<sup>nd</sup> Team All-Conference
- Kyler Bowman – 2<sup>nd</sup> Team All-Conference

Softball also had some post season awards.

- Katie Rodriguz – 2<sup>nd</sup> Team All-Conference
- Mia Garcia – 2<sup>nd</sup> Team All-Conference
- Jaelynn Huerta – Honorable Mention All-Conference

- Secondly, at Convocation athletics was very well represented and last but not least, we also had 13 student-athletes walk at graduation.
- Currently all coaches are out on the recruiting trail finding the next batch of Chaparrals. Thanks for all your support this year and we hope to see you at upcoming events this fall. Have a great summer!

**DRJ Comments**

- Graduation was a tremendous success. I greatly appreciate the hard work and effort that faculty and staff invested to make graduation a wonderful event. The coliseum looked great, the crowd was large and enthusiastic, the students were excited, the event was coordinated with great care, Senator Charles Perry made excellent comments, and the Vernon College faculty and staff represented in great fashion. Thank you!
- Please contact me with any input or questions at:
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