

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

- Board Election—Daryl Wolf, Bob Ferguson, and Ann Wilson will begin their new six-year terms as board members starting with the May 8 board meeting. Each board member will be issued a *Certificate of Election*, complete a *Statement of Office*, and take an *Oath of Office*. Following this will be approval of a new slate of officers recommended by the nominating committee which Chairman Bob Ferguson appointed at the April 10 meeting
- Tax property demolition—The City of Vernon is preparing to demolish several tax properties than have been taken because of non-payment of taxes. The City needs approval from each taxing entity prior to demolition. The Vernon College Board of Trustees approved the demolition at the April 10 meeting. The following properties are included:
 - 2501 Bowie Street
 - 2917 Cumberland Street
 - 2900 Mesquite Street
 - 3114 Main Street
 - 1334 Ross Street
- Budget 2024-2024-5 draft 1—all initial budget requests were turned in by April 1. The administrative team and other leaders spend a great amount of time in developing the first draft of the budget. A budget is simply an estimate of a series of choices. Draft 1 was committed to basing 2024-2025 tuition and fee revenue on 2023-2024 actual revenue numbers. In addition, we are still learning the new state funding system for community colleges and that makes it hard to estimate for the next budget year. THECB will put out initial drafts of funding for 2024-2025 by mid-May.
- At the April 10 meeting, the Vernon College Board of Trustees were provided the following updates:
 - Student Success Data Fact—2024-2025 Assessment and Reporting Calendar
 - King Farm
 - Student Highlight
 - Sport Exploratory Committee Report—the report highlight three areas:
 - Update and modernization of existing residence halls
 - Support for increasing athletic scholarship funds
 - Future exploration of an additional sport as an effort to increase enrollment on the Vernon campus
- The administrative team has participated in webinars and conferences to learn more about the new community college funding methodology created by House Bill 8. The goal is to gain understanding of each funding metric and ensure improved processes to improve the funding metric year over year to gain as much state funding as possible.
- Reminder of upcoming college events:
 - (1) Sports Banquet—Monday, May 6—6:30 pm—Wilbarger Auditorium
 - (2) Commencement – Thursday, May 9--6:00 pm--Kay Yeager Coliseum, Wichita Falls
 - 4:30 p.m. Graduate Check-in—all students
 - 5:30 p.m. Board members, faculty, staff, and students prepare for entrance
 - 6:00 p.m. Graduation – All students
 - (3) ADN Pinning—Friday, May 10, 2024—10:30 am—Wilbarger Auditorium
 - (4) CE Completion Ceremony—Thursday, June 6, 2024—6:00 pm—MPEC—Wichita Falls
 - (5) Board of Trustees meeting—Wednesday, June 12, 2024—11:30 a.m.—Vernon Campus
 - (6) Law Enforcement Academy Badging Ceremony—Thursday, June 13, 2024—6:00 pm—MPEC—Wichita Falls

Instructional Services – Shana Drury, Vice President

- Bettye Hutchins and Andrea Sanchez met with Christ Academy regarding an elective course for their students in 24-25.
- Working on 24-25 Budget.
- Watermark Faculty Success implementation and training has begun.
- Summer/Fall schedule edits
- Trying to catch up on emails after being at conferences for 2 weeks! Attended Texas Association of Career and Technical Educators conference in Grapevine – April 3rd-5th; Ellucian Live 2024 in San Antonio April 7th – 10th; and Pathways Institute # 3 in Round Rock April 10th-12th.
- Thanks to Judy Ditmore, Lyle Bonner, and Great Western Dining for supporting the Rural Health symposium on April 11. It was a huge success and they raved about our staff and the food!
- Bettye Hutchins added Institutional Credential that Leads to a Licensure or Certifications (ICLC) to THECB portal
- Perkins Bi-Annual and 2nd Expenditure reports were approved. Good Job Bettye and Zac!
- Bettye Hutchins submitted and received approval for the Perkins Comprehensive Local Needs Assessment for 24-25. This is a huge requirement for Perkins every two years. Great Job Bettye!
- Catalog edits
- Distance Ed:
 - Roxie and Crystal successfully built Summer academic and CE courses and pushed enrollments over last week. Fall courses were completed on 4/26/24.
 - Crystal also accepted an invitation to join the board of the WF Area Food Bank.
- Angela Ward was asked to judge the state competition for SkillsUSA Cosmetology and Barber in Houston. April 18th and 19th. She was also asked to judge in Nationals. Future plans are to have a small competition here on campus with all of our students, and then take the top students to state next April in Corpus Christi.
- Shana Drury attended the Texas Community Futures Forum hosted by Texas Agri-Life on April 29, 2024.
- Finals next week

Student Services – Dr. Criquett Chapman – Vice President

Highlights in April:

- April 5 – Student Success held Advising in Colleague MyVC review
- April 6 – VC Food Pantry was highlighted for a food drive as part of Catholic Charities Day of Service
- April 7-10 – Ellucian Live Conference
- April 8 – Eclipse watching and moon pies on the Vernon Campus
- April 8 – 10 Christian Ford and Mark Cisneros attended the Pathways Leadership Conference in Austin, TX
- April 9 – Leadership Wichita Falls visits CCC
- April 9 – Transfer Fair at CCC with 12 universities attending
- April 10 – UTA on the Vernon Campus
- April 10 - 12 – Texas Pathways Conference
- April 10 – 12 Ashleigh Whitley attended New Aid Officer Training by the Texas Association of Financial Aid Administrators
- April 10 & 17 – First Step Wichita Falls on the CCC campus
- April 11 - Veterans Affairs Services participated in the Catholic Charities VA expo
- April 15 – Summer 2024 and Fall 2024 all Vernon College students able to register
- April 22 – MSU Application workshop at CCC
- April 23 – MSU Application workshop at Vernon
- April 24 – “Donut forget to Register” Day at the Wichita Falls locations
- April 24 – Financial Aid began posting Fall 2024 scholarships
- April 25 – Honors Program at MPEC at 6:00 pm
- April 25 – Financial Aid at Café con Leche meeting at MSU
- April 29 – Student Success and VC Athletics meeting for Fall 2024

- April 30 – Dual Credit Coordinator luncheon at CCC
- April 30 – Vernon Student Activity water fun night and paint ball
- Financial Aid is processing 2024-2025 FAFSA's and promoting Financial Aid through multiple social media, direct emails and blog posts
- Assigning advisors for Summer 2024 and Fall 2024 applicants

Upcoming in May

- May 6-8 – Finals snacks in the dorm lobby in the evenings
- 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 21 – Wichita Falls Community Partners Breakfast at CCC
- May 29 – Onsite Registration for Summer
- Student Handbook Review
- Student Success – advising students for summer and fall
- Financial Aid – processing applications
- Registrar and Admissions – processing applications and degree audits for graduation
- Testing – providing all available testing

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

Business Offices

- Completed Federal Funds Pandemics reporting in the new ABEST system for the Legislative Budget Bureau.
- Business offices held a “Going Bananas” event at CCC and in Vernon. We had interaction with more than 60 students across both locations.
- Margaret Kincaid and Cindy Hotz attended Ellucian Live! Event in San Antonio, Texas.
- RFP's were put in the local newspaper for the sale of land next to Braums and also for our IT services contract.
- Completed annual Finance IPEDS reporting.
- Attended THEBO Discussions “Hot Topics in Higher Ed”
- Updated information was given to Director of APES for financial KPIAs.
- Continued work on 2024-25 budget.

I.T.

- Upgraded timeclock software for custodial services.
- Renewed annual Microsoft Campus Agreement.
- Installing software at CCC labs to be utilized by Kids College.
- Continuing to replenishment computers on all campuses according to the annual replenishment list set by Run Business Solutions and the Vice Presidents.

Physical Plant

- The surgical tech door project was finished at CCC with the instillation of the new door.
- Upgraded pelican software, in conjunction with Ideal Impact, to get AC units working correctly across campuses.
- The new CE window was installed on the Vernon campus.
- A significant water leak occurred at STC after a pipe burst. Our team worked very quickly to stay on top of this and ensure minimal damage was done.
- Plumbing repairs were made in several locations, including the Student Services suite in Vernon, the athletic dorm and multiple bathrooms at CCC.
- Old broken gym equipment was removed from the CCC gym facility.
- All lights in cosmetology at CCC were replaced with LED lights to increase wattage.
- Repairs were made to the roof over the Community Health Care clinic at CCC.
- Trees were trimmed on the Vernon campus.
- Ongoing repairs to HVAC units on all campuses. A new unit was installed at the Wright Library.
- Mowing weekly and landscaping at Vernon and Skills Training Center.
- Cleaning and sanitizing daily and nightly, as well as stripping and buffing floors.

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

- Michelle Alexander participated in the Greater Texas Foundation Community of Practice Webinar as part of the College's Emergency Aid grant on April 5.
- Callee Serrano participated in various Vernon Chamber of Commerce activities. Calle is a member of the Chamber's Board.
- All Round 1 graduating high school senior 2024-2025 scholarship offers have been sent to qualified applicants.
- The Scholarship Committee will begin reviewing round 1 current VC student applications next week.
- Round 2 of the General Scholarship Application period is open until June 15.
- Callee is working on compiling a list of new alumni and graduates to import into RENXT from 2023 through current.
- Michelle participated in the Martin Luther King Scholarship Committee meetings, April 9 and April 16 at the MLK Center, Wichita Falls.
- Michelle spoke at the North Texas Area United Way funded-partners meeting on April 11 as Chairman or their Board of Directors.
- The Vernon College Foundation Board of Directors met on April 18 on the Vernon campus.

Marketing – Holly Scheller

- Lots of Catalog editing
- Printed the Honors Certs and Program
- Set up Graduation posts on socials
- CTE video shoots over two days capturing how cool we are.
- Honors night video shoot
- Printing the Grad program
- DONUT forget to register campaign with Kristin Harris
- Social posts
- Fall enrollment blitz

Human Resources – Jackie Polk

- Personnel
 - Reassignment
 - a. Roxanne Hill reassignment to Vice President of Information Systems and Technology, effective May 1, 2024
- Michelle White, Margaret Kincaid, Roxie Hill and I have begun work with importing benefit information/changes in Self-Service

- Michelle, Margaret and I are still working out a few bugs for leave and time sheet entry process (Very few coming through these days)
- Michelle and I are STILL continuing to collect Professional Reviews
- Michelle and I delivered Meals on Wheels on April 10th
- Michelle
 - Completed the first of 3 imports into NEOED
 - Mailed out Overload letters for Faculty teaching Spring II and Spring II Load and Listing letters (4/2)
 - Mailed out Faculty reappointment letters (4/4)
 - Scanned and filed all administrative and classified evaluations (only missing 3)
 - Purged all administrative and classified evaluations from 2019
 - April 10th, we delivered meals on wheels
- Jackie
 - Continued work on SACSCOC narrative
 - Working on Employee Handbook revisions
 - Sent out summer insurance enrollment email with final Vernon College dates
 - Chaps LEAD session 4/17/2024
 - Attended Title IX webinar on 4/30/2024

ERP/SIS/Cybersecurity – Roxanne Hill

- Transcripts are on target for May Delivery – Waiting on CORE/BHA, and Template/SoftDocs
- Summer 2024 and Fall Course 2024 Schedules Published in MyVC
- Working on Experience with Holly for Summer 2024 Deployment
- Finalizing configurations with (Element 451) with Colleague Integrations
- Parchment Configuration Completed on 4/22 for eTranscripts
- Exploring new 3rd Party integrations with Ellucian Colleague and BibliU, Blackbaud, and Watermark Curriculum
- Scheduling Cybersecurity services and testing for summer through Texas DIR
- New Information Systems and Technology Department effective May 1, 2024

Athletics – Jason Jenkins

- We are busy with lots of wrapping up seasons and getting ready for the next.
- Rodeo had a busy April. They had 3 rodeos in 4 weeks. Coach Jackson said those that made the team competed and came up just a little short in each of their events. With 35+ coming in next year the future is bright for the rodeo program.
- Volleyball ended its spring season with a trip to Angelo State. They played several games and Coach Webb could see some things that needed improvement but also some growth from a very young squad. Good things coming from the gym in the fall.
- Softball ended its season on a high note with taking 3 of 4 games from Ranger College. They beat Ranger on the last day of the season scoring a combined 41 runs on the day and only allowing 9. Softball also had 3 earn post-season honors. Mia Garcia, INF was named 2nd Team All-Conference, Katie Rodriguez, 2nd Team All-Conference, and Jaelyn Huerta earned an Honorable Mention. The team also just missed out on going to the Conference Tournament but couldn't quite get over the hump. Coach Lipscomb is busy with getting next year's squad put together and looks forward to a new beginning.
- Baseball put together one on the most successful seasons in years. Prior to Wednesday's contest with Hill College, the Chaps were 29-23 and have secured the first winning season in 20+ years. While just missing out on the Region Tournament, the baseball team was in conversation and had people taking a look at Vernon College. Coach McIntosh has the team moving a positive direction both on and off the field. Several of this year's team are slated to graduate in May.
- Great job to all of our student-athletes and coaching staffs. It was a tremendous year and it is only looking to get better. GO CHAPS!!

DRJ Comments

- An idea for strong consideration that I presented exactly one year ago. I know a few things that did occur and I do appreciate those, but how about more. A number of articles and recent conferences that I have attended have highlighted the need for students to feel connected. As I drove home from the Texas Guided Pathways conference, I challenged myself to think about what VC is really doing to provide the opportunity for student connection. I know we have many activities and events that students can engage, but are we really promoting, nearly insisting, that students connect. All the literature states that they want to/expect the opportunity to. At a minimum, in addition to the current functions/activities, I am proposing that each component and each division take ownership to develop and conduct one student engagement activity per semester. I am not prescribing the activity or event. I am suggesting that the event be planned and conducted with the primary goal of engaging/connecting with students in an informal fashion to make them feel welcome, comfortable, wanted, and connected to VC. If the president component, each VP component, and each division engage the respective faculty and staff to plan, coordinate, and conduct one event per semester—then VC would be providing 14 activities/events per year in an effort to assist students in feeling connected. I appreciate your consideration and look forward to your great ideas/activities.
- Thank each of you for the great work this past academic year. I am looking forward to a successful graduation ceremony.
- **Summer hours** for 2024 will begin on Monday, May 13 and continue through Thursday, August 1. Operating hours will be Monday through Thursday 8:00 a.m. to 5:30 p.m. Offices will not be expected to stay open to 6:00 p.m. during summer hours. Vernon College will return to the Monday through Thursday 8:00 a.m. to 6:00 p.m. and Friday 8:00 a.m. to 12:00 noon schedule on Monday, August 5, 2024.
- Please contact me with any input or questions at:
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