

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

- Fall Enrollment—the 12th day count for fall enrollment settled at 2284 of which 698 are dual credit high school students. This equates to a 6.43% increase in student enrollment from last fall. The headcount last fall was 2146 including 642 dual credit high school students. As we have discussed, there are many variables effecting enrollment statewide and nationwide. I will have statewide 12th day count numbers for Texas community colleges soon and I will share that information with you as soon as I receive it.
- Planning—Dr. Beauchamp updated the board last meeting on the new version of the Vernon College Strategic Plan process. The Vernon College Board of Trustees reviewed and approved the Philosophy, Vision, Values, and Mission statements.
- Several updates were provided to Vernon College Board of Trustees:
 - CCATT Conference
 - Title IX report in compliance with Texas Education Agency 51.258
 - Information Security/Cyber Security
 - Fall 2024 Instructional update
 - Student Success Data Fact
 - Student Highlight
- Vernon College Board of Trustees James Brock and Daryl Wolf attended the Community College Association of Texas Trustees (CCATT) Conference Amarillo, TX:
 - Topics included:
 - New trustee orientation/networking
 - Data and Advocacy
 - Workforce/ISD/Community College partnerships
 - Regional breakout sessions to discuss HB 8, FAST, Dual Credit, etc.
 - Legislative update
 - Co-enrollment
 - Tour of Amarillo College First Responders Academy
 - Tour of Amarillo ISD AmTech Career Academy
 - Foster Dignity in Higher Education
 - Attorney Roundtable
 - Prison Education programs
 - Navigating the Future with HB 8
- Upcoming events include:
 - Vernon College Board of Trustees Regular Meeting—Vernon campus—Wednesday, November 13, 2024
 - Campuses Closed for Thanksgiving Holiday – November 25-29, 2024
 - SACSCOC Annual Conference –Austin, TX—December 7-10, 2024
 - Vernon College Board of Trustees meeting – Wednesday, December 11, 2024 11:30 am
 - College Closed for the Christmas Break – Friday, December 20, 2024 12:00 noon
 - College Re-opens for Spring Semester – Monday, January 6, 2025
 - On-site Final Registration: Vernon & CCC, Tuesday, January 7, 2025
 - Faculty Return/All Employee professional development – Thursday, January 9, 2025
 - Faculty professional development—Friday, January 10, 2025
 - Vernon College Board of Trustees Regular Meeting – Vernon campus – Wednesday, January 8, 2025
 - Classes Begin – Wednesday, January 15, 2025
 - MLK Holiday—Monday, January 20, 2025

- Rick Sims, architect, continues to formulate plans for a thorough upgrade the large residence hall and the baseball residence hall on the Vernon campus to better meet the needs and expectations of today's resident students. The plan is to issue an RFP for the upgrade in January and for the week to be completed over the 2025 summer.
- VC Rodeo—the Vernon College NIRA Rodeo is November 7-9—Thursday thru Saturday. Coach Clayton Jackson expects 15 college rodeo teams with over 900 contestants. Rodeo slack will occur most of the day Thursday, daytime on Friday and Saturday, with performances at 7 pm on Friday and Saturday.

Instructional Services – Shana Drury, Vice President

- Dr. Mary Rivard will present at the Organization for Associate Degree Nursing (OADN) Conference in Tampa, FL Oct. 28-Nov. 4 regarding the apprenticeship nursing program in partnership with United Regional Healthcare Center.
- Began Curriculum Management training sessions through Watermark.
- Dr. Criquett Chapman, Kelly Miller and I submitted a proposal for the Pathways Institute in November. Our proposal was accepted! The title is “Student-Centered Model: Academic and Student Affairs “Corralling” Together”.
- The Nursing department will be sending students to help Sheppard Air Force Base with their vaccination clinic in October.
- Dr. Mark Holcomb and Tracy Catlin attended the Eighth Grade Career Safari, 1200 students, went through the MPEC regarding career opportunities.
- Andrea Mirasol will be the VC representative for WF Leadership 2025.
- Mindi Flynn and Shana Drury will attend the Community College Finance workshop on Nov. 6 & 7 in Dallas.
- Shana Drury updated the Texas Common Course Numbering System website to reflect transfer courses for 2024-2025.
- Finalizing Spring schedule
- Spring registration opens November 4
- Bettye Hutchins, Shana Drury, Andrea Sanchez, Dr. Paula Whitman, Kelly Miller, Dr. Criquett Chapman, Colleen Moore, Rachel White, and Dr. Brad Beauchamp will be attending the Pathways Institute Nov. 13-15 in Ft. Worth
- Shana Drury completed THECB Data Portal orientation and has been granted access to the data sets.
- Joe Johnston served as a SACSCOC evaluator Oct. 21-25 for an out of state institution.

Student Services – Dr. Criquett Chapman, Vice President

Highlights of October:

- October 1 – Sports Day and Transfer Fair
- October 2 – Texas Tech at CCC
- October 2 – State of the Workforce meeting with Wichita Falls Chamber of Commerce
- October 2 – Chappie at Legacy High School Homecoming
- October 3 – Wichita Falls Chamber of Commerce Winning the Future Meeting
- October 3 – Financial Aid interview with Catholic Charities on assessing the economic and social impact that Vernon College has on the surrounding rural area as well as the unique challenges and opportunities that students experience
- October 7 – Financial Aid provided Equity in Athletics information to the Athletic Department
- October 8 – Chappie at the Vernon Remembrance Walk
- October 9 – MSU application workshops at Vernon and CCC
- October 9 – Vernon College Board of Trustees Meeting
- October 9-11 - Texas Association of Financial Aid Administrators (TASFAA) fall conference in Houston, Tx
- October 10 – First Step at CCC for Domestic Abuse Awareness Month
- October 10 – Fall II Final Registration
- October 10 – Student Success visited Tarrant County College for fact finding

- October 14 – Fall II Courses Begin
- October 14 & 15 – Flu Shots at CCC – Free to Employees
- October 15 – Financial Aid newsletter to students posted
- October 16 & 17 – Flu Shots at Vernon – Free to Employees
- October 16 & 17 – Student Success attended the College Academic Support Programs Conference
- October 21 - Region IX College Fair & Financial Aid Presentation
- October 21-30 – Financial Aid provided information for the College Audit
- October 23 – SAFB Open House at CCC
- October 24 – Student Success attended the Department of Veterans Affairs meeting
- October 27-30 - Student Success attended the National Academic Advising Association Conference in Pittsburgh, Pennsylvania
- October 27-30 – Student Success attended the National Alliance of Concurrent Enrollment Partnerships in Orlando, Florida
- October 30 – Student Activity - Scavenger Hunt
- October 30 – Financial Aid completed the 2023-2024 FISAP -Fiscal Operations Report and Application to Participate assessment report
- October 31 – Donut Giveaway at CCC
- October 31 – Kids Trick or Treating Vernon and Wichita Falls
- October 31 – Fall II Financial Aid disbursement to students
- All compulsory government mandated disclosures were emailed to all Fall 2024 students
- Student Activities – Scary Movie Night every week and Pickle Ball Tournament
- Savannah Roberson joined Student Services as the administrative assistant for VA and Dual Credit
- Madison Tiedman left her role as Testing Coordinator to become the Coordinator of College Access/Recruiter
- Student Success Series - 3-part series on anxiety, stress management, and burnout visiting select dual credit courses
- Scheduling meetings with each service area ISD for Spring 2025 dual credit

Upcoming in November:

- November 2 – VC and Chappie at the Wichita Falls Veterans Day parade
- November 4 – Spring 2025 Registration Opens
- November 4 – Financial Aid presentations begin to all service area high schools
- November 7-9 Vernon College Rodeo
- November 11 – Veterans Day
- November 13 – Vernon College Board Meeting
- November 20 – West Texas A&M at CCC
- November 20 – Financial Aid Database certification due
- November 21 – Last day to drop with a W (Fall 16 week)
- November 25-29 – Thanksgiving Break
- Student Activities – Pickleball Tournament
- Christian Ford left her role as Student Success Specialist to become the Assistant Director of Student Success
- November & December heavy advising for Spring 2025

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

Business Offices

- Work continues with Condley and Co on the annual audit.
- Completed State Based Annual Report and submitted to THECB.
- Submitted LAR to the Legislative Budget Board.
- Filed a single audit exemption for 2022 with the Office of the Governor.
- Completed and submitted FY2025 Local Revenue Data Request for TACC.
- Completed and submitted the Report on Shared Services for THECB
- Attended a town hall meeting with Senator Rick Perry in Wilbarger County.

- Disbursed Fall II financial aid excess funds to students.
- Attended TACCBO fall business meeting.
- Met the new BibliU regional manager to discuss their relationship with Vernon College.
- Attended State of the Workforce summit in Wichita Falls.
- Attended VC Foundation Board quarterly meeting.

Physical Plant

- Concrete curbing was poured around baseball bullpen.
- Installed a new ice machine, with water softener, in King Gym.
- The brick wall in front of the museum was repaired.
- Electric work has begun on the tennis courts to transition to LED lights.
- Repairs were made to the skid steer loader and rodeo ATV.
- Wheat was planted at the campus farm and the river land.
- New hot water heater was installed in the gym and a mop sink was attached to new unit.
- All gas lines were inspected and brought up to code at CCC.
- Room 310 at CCC were retrofitted to LED lights.
- Repairs were completed in the gym and cosmetology after a failed water heater incident.
- Repairs were made to HVACs as needed.
- Mowing weekly and landscaping at Vernon and Skills Training Center. Rye grass was planted in the quad at Vernon.
- Cleaning and sanitizing daily and nightly, as well as stripping and buffing floors.

Human Resources

- Personnel
 - Employment
 - Savannah Roberson - Classified III, Administrative Assistant, Veterans, effective October 21, 2024
 - Dakota Miller - Classified II, Administrative Assistant, Nursing, effective October 21, 2024
 - Johna Akers – Congregate Meals – Head Cook, effective November 4, 2024
 - Reassignment
 - Ashley Burnham from Assistant Testing Coordinator to Coordinator of Testing – Century City Center, effective November 1, 2024
 - Christian Ford from Student Success Specialist to Assistant Director of Student Success- Century City Center, effective November 1, 2024
 - Lois Martinez from Adjunct Nursing Instructor to Full Time Nursing Instructor – Century City Center, effective October 21, 2024
 - Madison Tiedman from Coordinator of Testing to College Access Coordinator – Century City Center, effective October 21, 2024
 - Resignation
 - Amanda Crow, Nursing Faculty, Century City Center, effective October 31, 2024
- Michelle White, Margaret Kincaid and Jackie Polk are coming to the end of our training with the Professional Review process for NEOED. Sign off is October 31st
- Michelle
 - Printed, scanned, and mailed out Fall II load and listing letters.
 - Scanned and filed all contracts for 2024-2025
 - New hires:
 - Adjunct – 1
 - Full time – 5
 - Part time – 1
 - Student – 6
- Jackie
 - Pulled information for auditors
 - Completed TASB report
 - Completed TCCTA audit

- Working on the Catastrophic Leave Committee
- Updating SOP

Information Systems and Technology – Dr. Roxanne Hill, Vice President

- Official Transcripts Live in Parchment
- Ferrilli working on several projects in Colleague
- Weekly Colleague Team LEAD meetings
- Working with Human Resources on various projects – On Boarding, Applications and Mandated Faculty Training
- RunBiz Projects
 - Install Bi-Fork Point-to-Point Project Completed 10/30/24
 - 11/11/24 AT&T PEN Testing
- Ironscales and Huntress licenses assigned to VC Student email accounts
 - Only “Active” VC Students have access to VC email/Canvas/MyVC
- Developing Communication Policy
- Developing Email Usage Policy
- Spring 2025 Schedule Published
- Technology
 - Finalizing the 23-24 replenishment list
 - Replenishing Printers (as they need to be replaced) – In Progress
- Exploring NEW Classroom Technology Ideas

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

- Completed data request for Library Services (Marian Grona)
- Completed IPEDs 12-month enrollment report
- Completed IPEDs completions report
- Completed IPEDs cost report
- Completed Phi Theta Kappa list
- Completed data request for Administrative Services (Mindi Flynn)
- Completed data request for institutional advancement (Michelle Alexander)
- Working on STC files for Colleague import
- Working on CB 116 Follow-Up report for THECB
- Working on annual update of KPIA Dashboards

Institutional Advancement – Michelle Alexander

- Callee Serrano participated in various Vernon Chamber of Commerce Events as a member of their Board.
- Old donor record migration in the RENXT continues, this digitization of the records is important because eventually paper records disintegrate over time.
- Work has begun on the annual Holiday Solicitation mailing.
- Michelle Alexander opened the 2025-2026 Vernon College/Vernon College General Scholarship Application on October 2, 2024. There are two deadlines for submitting applications. Round 1, priority, closes on March 15, 2025. Round 2 closes on June 15, 2025.
- Working on 2024-2025 Scholarship Reports for our donors.
- The Annual Voluntary Survey for Aid to Education was submitted October 11, 2024.
- Michelle and Mindi Flynn met with Julie Looper and Lauren Benton of the Wichita Falls Area Community Foundation to discuss their Scholarship Program.

Marketing – Holly Scheller

- I worked with April to print a rodeo poster.
- I designed media, posters, and stickers of our SAFB Open House, then sent a wrap up to the Chamber to be included in their newsletter.
- I corrected the catalog manually; and sent it off to the printer.

- Collected the work-parts for the President's Annual Plan, I hope to have it printed and mailed out by Christmas Break.
- Designed a post promoting tutoring positions available in our Tutoring Center
- As soon as the crops come in we will be shooting new drone footage of our improved rodeo grounds.
- Working with a committee on a pop up slated for November, and designed pieces for that.
- Worked with Lillie's Coffee from Henrietta, and they are interested in taking over our Café at Century City in January.
- Working on ads for our Advanced EMT program.
- Working on a postcard for parents of high school seniors that clearly lays out the cost of a VC education

Athletics – Jason Jenkins

- Rodeo participated in two rodeos in October. Clarendon College Rodeo saw several that just missed the short go and then several coming close once again at Texas Tech. Vernon College Rodeo is coming up on November 7th -9th.
- Volleyball had a very impressive month of October! Winning seven of the eight matches they played it vaulted them into second place in the North Texas Junior College Athletic Conference. This should set them up for a very good run in the post season tournament to be held in Roswell, NM on November 7th-9th.
- Softball finished up it's fall season with contests at Texas Women's University, Southwest Oklahoma State University, Abilene Christian University, Cameron University and then came home for a double header against Texas Wesleyan University. Coach Lipscomb was happy with how the team progressed but stated there is still some work to be done.
- Baseball also finished up its' fall season with games against Frank Phillips College, Richland College, Midland College, and Seminole State College. Lots of innings allowed for members of the team to show what they got and are making it tough for Coach McIntosh to make just one lineup. Hoping that depth will be a strong point this coming spring.

DRJ Comments

- Congratulations to head coach Jaylen Thomas, assistant coach Kadence Looper, and the VC volleyball team for currently sitting second in the North Conference. The top four teams qualify for the Region 5 tournament. This is the best volleyball season in the past several years. The regional tournament was at New Mexico Military Institute in Roswell, NM November 7-9. Vernon College placed fourth at the regional tournament. The top two teams from the regional tournament advanced to the national tournament. The 2024 volley ball national tournament is in Clarksville, TN November 21-23.
- The semester is coming to a fast ending. November will fly by and the Thanksgiving holiday will be here before we know it. Enjoy the week off at Thanksgiving and come back ready for a strong finish to a great semester.
- Please contact me with any input or questions at:
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