

MINUTES of the BOARD WORKSHOP
of the BOARD OF TRUSTEES of VICTORIA COLLEGE
June 8, 2016

√ Ronald B. Walker	√ V. Bland Proctor
√ Luis A. Guerra	√ John A. Villafranca
√ Catherine McHaney	√ Michelle Yates
	√ John Zacek

Also in Attendance: Dr. David Hinds, Dr. Pat Vandervoort, Keith Blundell, Dr. Florinda Correa, and Jennifer Yancey. Babette Lowe attended for the discussion on the 2015-2020 Strategic Plan.

The Victoria College Board of Trustees met Wednesday, June 8, 2016 at 12:00 p.m. at the Emerging Technology Complex, Room 201. Mr. Ron Walker, Chair, presided over the meeting.

A. Call to Order:

1. Mr. Ron Walker called the meeting to order at 12:03 p.m. and announced that a quorum of board members was present
2. Dr. David Hinds certified that the agenda had been properly posted per Texas statute.

B. Citizen Communication:

1. The Public was invited to address the board. No public comments were heard during this time.

C. Officer Statement and Oath of Office

Prior to beginning discussion on the agenda items, Jennifer Yancey administered the Officer Statement and Oath of Office to John Zacek, Victoria County Junior College District, Trustee, District 4. Mr. Zacek was unopposed in the May election.

D. Workshop Discussions:

1. 2015-2020 Strategic Plan

Dr. Hinds discussed the process for development of the new Strategic Plan and the status to-date. Committees consisting of faculty and staff from across the institution have been working to perform gap analyses, research best practices and recommend activities to address the Priorities and Action Items that were approved by the Board earlier this year. Board members then received specific updates and recommendations from the Priority Coordinators.

Babette Lowe led the discussion on Student Success, Keith Blundell led the discussion on Institutional Excellence and Jennifer Yancey led the discussion on Community Needs. Sue Prudhomme, coordinator for Community Needs, was unable to attend the workshop.

2. 2016-2017 Operating Budget

Dr. Hinds and Keith Blundell discussed the process for developing the 2016-2017 Operating Budget and walked the board through several items that will be considered later in the summer when adopting a budget.

a. Reconciliation of Proposed Budget to Prior Year:

Members reviewed a schedule reconciling the proposed budget to the last fiscal year budget. The proposed budget includes estimates for ad valorem taxes as appraised

values have not yet been received from the Tax Assessor. They are anticipated late July.

- b. Summary of Revenue and Expenditures.
The proposed budget is \$32,813,208 for 2016-2017. This is a .20% decrease from fiscal year 2015-2016.
- c. Other schedules reviewed included: Technology Plan budget; Tuition and Fee Analysis (no changes proposed); Projected Fiscal Impact of the Separation Incentive Plan approved in the prior fiscal year; the Deferred Maintenance Projects List; Property Tax Scenarios and Tax Rate History; and a proposed tax planning calendar.
- d. Proposed adjustments to the Faculty and Staff salary structures and Adjunct Faculty pay.
Dr. Hinds reviewed an analysis of current salary structures and recommendations for adjustments to the Staff salary scales as well as potential reimplementaion of a salary step schedule for Faculty.

3. **Unrestricted Net Position**

Keith Blundell presented the 2015-2016 calculation of Net Position. Policy requires a minimum Net Position of 20% of Core Expenditures. The College is currently in compliance.

4. **2011-2020 Facilities Master Plan**

Jennifer Yancey provided an update on the Facilities Master Plan. Each major project identified in the plan was noted as either Completed, Pending, Ongoing or Removed from the Plan. Several items were identified as ones that are now being incorporated into the Strategic Plan initiatives. She then discussed estimated costs for the items, noting the top priority is a Comprehensive Student Center. Members discussed a potential timeline for the projects and considered various resource funding opportunities. Further discussions will occur over the next few months.

There being no further business, the meeting adjourned at 4:40 p.m.

Ron Walker, Chair

V. Bland Proctor, Secretary