

Minutes of Regular Board Meeting

The Board of Trustees Wharton County Junior College

A Regular Board Meeting of the Board of Trustees of Wharton County Junior College was held Tuesday, June 20, 2017, beginning at 6:30 PM in the Hutchins Memorial Board Room. Mr. Gertson presided.

Trustees Present: Mr. Danny Gertson, Chair; Mr. Monty Merecka, Secretary; Mr. Scott Glass; Mrs. Merle Hudgins; and Mrs. Ann Hundl

Trustees Absent: Mrs. Amy Rod, Vice Chair; Mr. Oliver Kunkel; Mr. Jack Moses; and Mr. Larry Sitka

Others Present: Ms. Betty McCrohan, President; Mr. Bryce Kocian, Vice President of Administrative Services; Mrs. Leigh Ann Collins, Vice President of Instruction; Mrs. Pam Youngblood, Vice President of Technology and Institutional Research; Mr. Dave Leenhouts, Vice President of Student Services; Mrs. Deanna Feyen, Executive Secretary to the President; Mr. Shane Benich; Ms. Zina Carter; Ms. Megan Costanza; Ms. Carol Derkowski; Mr. Mike Feyen; Dr. Liz Rexford; Mr. Danny Terronez; Ms. Cindy Ward; Mr. Gus Wessels; and Mr. Philip Wuthrich

Visitors Present: Mr. Cory Boyne; Ms. Shelly Boyne; Ms. Katie Brandt; Ms. Patsy Coblentz; Ms. Crystal DeLaMora; Mr. Steven Flores; Ms. Sabrina Hensley; Ms. Maddie McSweeny; Mr. Robert Moore; and Ms. Nicole Rodriguez

I. Determination of Quorum and Call to Order

-Mr. Gertson welcomed everyone.

II. Pledge of Allegiance

-Mr. Gertson led the Pledge of Allegiance.

III. Reading of the Minutes

A. The regular Board of Trustee meeting minutes from May 16, 2017.

-The regular Board of Trustee meeting minutes from May 16, 2017 were approved as presented.

IV. Citizens' Comments (approved by board on 5-20-99)

This is an open forum for those persons who wish to make presentations to the board and who have signed up to do so under board policy. Presentations are limited to five minutes each with a total of twenty minutes for all presentations.

During the Citizens' Comments section of the agenda, any citizen/taxpayer (that is, any member of the public, including college employees) may request to address the board in open meeting. If, however, the topic of the presentation to the board falls within one of the other policies of the college, such as the employee complaint or grievance policy or student complaint policy, the person must first go through the proper administrative channels. In such cases, the right to address the board is guaranteed after the administrative channels have been exhausted.

If any speaker's presentation contains complaints or concerns about an individual employee or officer of the district, that presentation will be conducted in executive session with the board members unless the employee or officer about whom the comments are made requests that the comments be made publicly.

These presentations are made for information purposes only. The board is required to listen to the presentations but not to discuss or act on the items presented. If the board feels the matter warrants further attention, it can be placed on the agenda for a subsequent meeting.

-Mr. Steven Flores spoke in support of the surgical technology program and asked the board to reconsider closing the program.

-Ms. Boyne spoke as an alumni in support of the surgical technology program and the students that have graduated from the program. She explained that the rescinding of the letters happened too late to apply at other schools.

-Ms. McSweeney spoke as a current student in the surgical technology program and asked the board to reconsider the search for a new program director.

-Ms. Hensley spoke as a student that received notification of acceptance in the next class in the surgical technology program. She hoped to transition into an Associate Degree after completing the program.

-Ms. Brandt spoke as an employee at Citizen's Medical Center in Victoria, Texas. She asked the board to reconsider closing the surgical technology program and stated that all WCJC students have been trained exceptionally through the program.

-Mr. Gertson thanked all of the citizen's for their comments.

V. Special Items

VI. Presentations, Awards, and/or President's Report

A. Recognition of retirement for Mr. Ronald Vardy

-Mrs. Collins recognized Mr. Ronald Vardy on his retirement.

B. Recognition of retirement for Ms. Carolyn Foegelle

-Mr. Kocian recognized Ms. Carolyn Foegelle on her retirement.

C. Review Southern Association of Colleges and Schools (SACSCOC) Core Requirement Reaffirmation

-Ms. McCrohan gave an overview of the SACSCOC core requirement reaffirmation.

-Ms. McCrohan will compile some board self-evaluations.

VII. Student Success

VIII. Reports to the Board

A. Financial Reports for May 2017

-Mr. Wessels gave a report on the May 2017 financials.

BOARD ACTION: On a motion by Mr. Glass, and a second, the board unanimously accepted the May 2017 financials as presented.

B. Management Reports

1. Technology Report
2. Financial Aid Report
3. Testing Report

C. Reports from College Governance Councils

1. Support Staff Organization meeting minutes from April 20, 2017.
2. Support Staff Organization meeting minutes from May 18, 2017.

IX. **CONSENT AGENDA**

By consent of the board of trustees, the following items may be acted on in a single motion "to approve the consent agenda as presented." If, however, any trustee wishes to discuss a particular item or for any reason wishes to act on any given item separately, he or she may simply notify the board chair to remove that item or items from the consent agenda, and that item will be removed and acted on separately. A trustee may remove an item from the consent agenda for any reason, and he or she is not required to justify the removal or explain the reason for the removal.

X. Matters Relating to General Administration

XI. Matters Relating to Academic Affairs

- A. Approval to close the surgical technology certificate program
- B. Approve fees for PTAC courses (\$44,800.00 - expected revenue after two years - effective fall 2017)

XII. Matters Relating to Administrative Services

- A. Approval of the interlocal cooperation agreement with the Fort Bend County Tax Assessor/Collector for the collection of taxes (approximately \$4,000.00 - 2017 - 2018 unrestricted budget - cost is \$0.35 per parcel for approximately 11,500 parcels in Needville ISD)
- B. Approve the resolution amending the authorized representatives for WCJC's Texpool accounts

- C. Approve the interlocal agreement between Wharton County Junior College and the Wharton Independent School District for donation of weight/strengthening equipment
- D. Approve the transfer of funds to cover the cost of materials, testing, and inspection during the construction of the Johnson building addition (\$9,744.00 - transfer from repair and replacement plant fund)
- E. Approve the interlocal agreement and resolution to join the National Cooperative Purchasing Alliance (NCPA)
- F. Approve the additional \$15,000.00 for the purchase of the listed furniture and fixtures needed for the completion of the Richmond campus renovation (\$15,000.00 - transfer from plant repair & replacement fund)
- G. Approve increasing the technology fee by \$5.00 per semester (from \$55.00 per semester to \$60.00 per semester) - (estimated increase in annual revenue of \$90,000.00)
- H. Information Item:
 - 1. Seek competitive sealed bids for the College's property insurance coverage for all campuses (\$200,000.00 - unrestricted operating budget)

XIII. Matters Relating to Technology and Institutional Research

XIV. Matters Relating to Student Services

XV. Matters Relating to Personnel

A. Board of Trustees

B. Office of President

C. Office of Academic Affairs

- 1. Carl Price received a change from temporary, part-time instructor of developmental math, to temporary, full-time instructor of developmental math, FAC-1-10, effective August 21, 2017
- 2. Ernest Ramirez received a change from temporary, part-time instructor of government, to regular, full-time instructor of government, FAC-2-10, effective August 21, 2017

D. Office of Administrative Services

E. Office of Student Services

- 1. Jimmie Flanagin employed as regular, full-time coordinator of disability services, AA-1-10, effective July 5, 2017

F. Office of Technology and Institutional Research

XVI. END OF CONSENT AGENDA

BOARD ACTION: On a motion by Mrs. Hudgins, and a second, the board voted 4 – yea's and 1 – nay to accept the consent agenda as presented.

XVII. Paid Professional Assignments

- A. 2017 May Mini Overloads
 - B. Paid Professional Assignment for Barbara Lynn, *teachHouston* Grant Principle Investigator, summer 2017, fall 2017, and spring 2018 - \$3,000.00
 - C. Paid Professional Assignment for Merry Sprague, acting director of financial aid, May 1, 2017 - August 12, 2017 - \$2,527.21
 - D. Paid Professional Assignment for Robert Wolter, Oversee Sugar Land Administrative Functions, June 1, 2017 - August 31, 2017, \$3000.00
- XVIII. Executive Session: According to the Texas Government Code (Chapter 551, Open meetings), the Board may conduct a closed executive session for the following reasons: Consultation with attorney (551.071), deliberation regarding real property (551.072), deliberation regarding prospective gift (551.073), personnel matters (551.074), deliberation regarding security devices, or a security audit (661.076), deliberation regarding economic development negotiations (551.086).
- XIX. Consideration and possible action on items discussed in closed session
 - XX. Discuss Matters Relating to Formal Policy
 - XXI. Other Business
 - XXII. Adjourn

-The board adjourned at 7:30 P.M.