

Minutes of the 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 on Tuesday, September 15, 2026, beginning at 6:30 p.m. in the Hutchins Memorial Board Room and Remote, 911 Boling Highway, Wharton, TX 77488

Trustees Present: Dr. Priscilla Metcalf, Chair; Dr. Bret Macha, Vice Chair (zoom); Mr. Jay Roussel; Secretary; Mr. Ed Erwin; Mr. Paul Pope (zoom); Mr. Larry Sitka; Dr. Wayne Taylor; Mr. David Vallejo

Trustees Absent: Mr. Terry Lynch

Others Present: Dr. Amanda Allen, President; Dr. Pam Millsap, Vice President of Academic Affairs and Provost; Dr. David Byrd, Vice President of Access, Completion, and Transfer; Mr. Scott Cunningham, Vice President of Finance and Administration; Mrs. Sheryl Rhodes; Mrs. Jessica Garcia (zoom); Mrs. Pat Korenek (zoom); Mr. Jonathan Jeter; Mrs. Lindsey McPherson; Mr. Ben Sharp; Mrs. Cindy Ward

I. Determination of Quorum and Call to Order

-Dr. Metcalf called the meeting to order at 6:30 p.m. and declared a quorum.

II. Pledge of Allegiance

-Dr. Metcalf led the Pledge of Allegiance

III. Reading of the Minutes

III.A August 11, 2026 Special Called Meeting Minutes

III.B. August 18, 2026 Regular Board Meeting Minutes

-BOARD ACTION: *On a motion made by Mr. Roussel and seconded by Dr. Taylor, the Board unanimously approved the August 11, 2026 Special Called Meeting Minutes and the August 18, 2026 Regular Meeting Minutes as presented.*

IV. Citizens' Comments

V. Presentations

V.A. Reports from Board Committees

-Dr. Macha provided an update on the Facilities Committee meeting that took place on September 4, 2026.

V.B. Board Calendar

-Dr. Allen reviewed the Board of Trustee calendar and informed them of important dates and upcoming events.

VI. President's Report

-Dr. Allen presented the President's Report for the month of September 2026. She provided details on the Fall 2026 enrollment, the College's Historical Marker designation and provided dates for the upcoming CCATT and Higher Edge Conferences.

VII. Financial Reports

VII.A. Monthly Financial Report

-Mrs. Ward presented the August 2026 Monthly Financials.

-BOARD ACTION: *On a motion made by Mr. Vallejo and seconded by Mr. Roussel, the board unanimously approved the August 2026 preliminary monthly financials as presented.*

VII.B. Financial Aid Report

VIII. Special Items

VIII.A. Approve the Resolution to set the Wharton County Junior College District ad valorem tax rate at \$0.15351 / \$100 valuation for the 2026 tax year (\$16,125,531 (Fiscal Year 2027 Operating Revenue))

-BOARD ACTION: *Dr. Taylor made a motion that the property tax rate be increased by the adoption of a tax rate of \$0.15351 / \$100 valuation, which is effectively a 7.9 percent increase in the tax rate. Mr. Roussel seconded the motion and the board unanimously approved the rate in a separate vote as presented with the following votes:*

Yeas: Dr. Metcalf, Dr. Macha, Mr. Roussel, Mr. Erwin, Mr. Pope, Mr. Sitka, Dr. Taylor, Mr. Vallejo

Nays: None

Absent: Mr. Lynch

IX. Consent Agenda

-BOARD ACTION: *On a motion made by Mr. Roussel and seconded by Mr. Erwin, the board approved the consent agenda as presented.*

X. Matters Relating to General Administration

X.A. Approve the use of First-Class Transportation charter bus services for student travel in Fiscal Year 2027 (Not to exceed \$120,000 (FY 2027 General Operating and Auxiliary Budgets))

X.B. Approve continuation of the market stipend for full-time Associate Degree Nursing faculty for FY 2027 (N/A - Included as part of FY27 budget)

X.C. Information Item

X.C.1. Review information certifying compliance with Tex. Educ. Code 51.253(c) (None)

XI. Matters Relating to Academic Affairs

XII. Matters Relating to Access, Completion, and Transfer

XII.A. Accept/review TRiO SSS Information Item

XIII. Matters Relating to Finance

XIII.A. Approve the renewal proposal submitted by the TASB Risk Management Fund to provide WCJC with Automobile Liability and Physical Damage, School Liability, and Cyber Liability & Security Coverage for the participation period of October 1, 2026, through September 30, 2027 (\$71,907 (unrestricted operating budget 2026-2027))

XIII.B. Approve the use of U.S. Bank Retail Fuel Card Services through the State of Texas-Texas SmartBuy Program for the purchase of fuel for College-owned vehicles for fiscal year 2027 (\$20,000 (unrestricted operating budget FY27))

XIII.C. Approve the allocation of funds from the prior-year fund balance for outstanding fiscal year 2026 purchase order encumbrances (\$2,620,620 (unrestricted operating budget 25-26 & special state appropriations for NUCP/Trades))

XIII.D. Approve the replacement/repair of HVAC equipment for Frankie Hall (\$21,395 (Plant Repair and Replacement Fund))

XIV. Matters Relating to Information Technology

XV. Matters Relating to Personnel

XV.A. Renee Moore employed as temporary, full-time instructor of biology, FAC-1-3, effective August 17, 2026

XV.B. Dorothy Thomas employed as regular, full-time instructor of associate degree nursing, FAC-7-30, effective August 24, 2026

XV.C. Cimberli Darrough employed as regular, full time assistant director of continuing education, AA-A04 effective September 16, 2026

XV.D. Kayson Reardon employed as regular, full-time accessibility & instructional media technologist, AA-AD5, effective September 16, 2026

XV.E. Taminka Williams employed as temporary, full-time instructor of cosmetology, T2-AAB, effective August 31, 2026

XV.F. Andrew Porras received a change in contract length from regular, full-time, 10 ½ month to regular, full-time, 12 month, effective September 1, 2026

XV.G. Oscar Cano received a change in title/assignment from regular, full-time research analyst, A-115-3 to regular, full-time senior research analyst, AA-A04 effective September 16, 2026

XVI. End of Consent Agenda

XVII. Paid Professional Assignments

XVII.A. Paid Professional Assignment for Trey Porras, Athletic Director, Fiscal Year 2027 - \$27,000.00

XVII.B. Paid Professional Assignment for Dr. Jessi Snider, Assistant Department Head - English, Fall 2026 - \$2,400.00

XVII.C. Paid Professional Assignment for Dr. Wendy Wood, Assistant Department Head - English, Fall 2026 - \$2,400.00

XVII.D. Paid Professional Assignment for Sean Amestoy, Agriculture Coordinator, Fall 2026 and Spring 2027 - \$2,600.00

XVII.E. Paid Professional Assignment for Ben Johnson, Assistant Department Head – General Biology, Fall 2026 and Spring 2027 - \$4,800.00

XVII.F. Paid Professional Assignment for Dr. Wendy Waters, Assistant Department Head - A&P Coordinator, Fall 2026 and Spring 2027 - \$4,800.00

XVII.G. Paid Professional Assignment for Amanda Smith, Assistant Department Head - Microbiology and Nutrition Coordinator, Fall 2026 and Spring 2027 - \$4,800.00

XVIII. Executive Session

XIX. Consideration and possible action on items discussed in closed session

XX. Adjourn

The meeting adjourned at 6:55 p.m.