

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, January 23, 2018, beginning at 6:30 P.M. in the Hutchins Memorial Board Room. Mr. Gertson presided.

Trustees Present: Mrs. Amy Rod, Vice Chair; Mr. Scott Glass; Mrs. Merle Hudgins; Mr. Oliver Kunkel, Jr.; and Mr. Larry Sitka

Trustees Absent: Mr. Danny Gertson, Chair; Mrs. Ann Hundl; Mr. Jack Moses; and Mr. Monty Merecka

Others Present: Ms. Betty McCrohan, President; Mr. Bryce Kocian, Vice President of Administrative Services; Mrs. Leigh Ann Collins, Vice President of Instruction; Mr. Dave Leenhouts, Vice President of Student Services; Mrs. Deanna Feyen, Executive Secretary to the President; Ms. Carol Derkowski; Mr. Mike Feyen; Dr. Eric Malmberg; Ms. Penny Orrell; Dr. Liz Rexford; Mr. Danny Terronez; Ms. Cindy Ward; and Mr. Gus Wessels

I. Determination of Quorum and Call to Order

-Mrs. Rod welcomed everyone and declared a quorum.

II. Pledge of Allegiance

-Mrs. Rod led the Pledge of Allegiance.

III. Reading of the Minutes

- A. The regular Board of Trustee meeting minutes from November 21, 2017
- B. The special board meeting minutes from November 21, 2017
- C. The public hearing meeting minutes from August 15, 2017

-The regular Board of Trustee minutes from November 21, 2017, the special called board meeting minutes from November 21, 2017, and the public hearing minutes from August 15, 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.

V. Special Items

A. Board Retreat

-Mrs. Feyen will send an email to poll the board on board retreat times on February 2, 2018 and February 3, 2018.

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

A. Introduction of Presidential Scholars 2017 – 2018

-The Presidential Scholars introductions will be postponed until the February 20, 2018 board meeting.

VII. Student Success

VIII. Reports to the Board

A. Financial Reports for December 2017

-Mr. Wessels presented the November 2017 and December 2017 financial reports.

-Ms. Ward presented the quarterly investment report for the 1st quarter 2018, September 1, 2017 – November 30, 2017.

BOARD ACTION: On a motion by Mr. Glass and a second, the board unanimously approved the November 2017 and December 2017 financial reports and the 1st quarter 2018 investment report.

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 November 16, 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. Approve proposed academic calendar 2018 - 2019
- B. Approve funding for the Skills Development Fund Grant for Continuing Education in partnership with Environmental Development Partners (EDP) - (\$383,615.00)

XII. Matters Relating to Administrative Services

- A. Approve Order of Election for Board of Trustees Election (\$20,000.00 - budgeted in the 2017 - 2018 current unrestricted operating budget)
- B. Approve the joint election agreement and Election Service Contract between Wharton County and Wharton County Junior College (approximately \$20,000.00 - budgeted in 2017 - 2018 current unrestricted operating budget)
- C. Approve Abel Design Group to develop plans and bid specifications for the needed reconstruction of the Peace Building parking lot 4 (\$17,050.00 + reimbursables - transferred from plant repair and replacement fund) This amount includes \$2,500.00 for the needed geotechnical services.

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
 1. Amanda Allen employed as regular, full-time vice president of planning & institutional effectiveness, VP-13-40, effective March 1, 2018
- C. Office of Academic Affairs
 1. Evgeny "Eugene" Romashets employed as temporary, full-time instructor of physics, FAC-7-10, effective January 8, 2018
- D. Office of Administrative Services

- E. Office of Student Services
- 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 unanimously approved the consent agenda as presented.

XVII. Paid Professional Assignments

- A. 2017 Winter Mini Overloads
- B. Paid Professional Assignment for Merry Sprague, Acting Director of Financial Aid - December 1, 2017 - April 30, 2018 - \$5,000.00
- C. Paid Professional Assignment for Sharon Gregory, BCIS 1305 master course - Winter mini - \$2,100.00

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).

-The board adjourned into executive session at 7:20 P.M.

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

- The board readjoined into regular session at 8:05 P.M.
- No action was taken in executive session.

XX. Discuss Matters Relating to Formal Policy

XXI. Other Business

XXII. Adjourn

-The meeting adjourned at 8:06 P.M.