

# 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 Tuesday, October 19, 2021, beginning at 6:30 P.M. in the Hutchins Memorial Board Room and on Zoom. Mrs. Rod presided.

Trustees present: Mrs. Amy Rod, Chair; Mr. Scott Glass; Mr. Jack Moses; Mr. Paul Pope; Mr. Larry Sitka; and Mrs. Sue Zanne Williamson Urbis

Trustees absent: Mrs. Ann Hundl, Vice Chair; Mrs. Mary Ellen Meyer, Secretary; and Mr. Danny Gertson

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; Dr. Amanda Allen, Vice President of Planning and Effectiveness; Mrs. Deanna Feyen, Executive Secretary to the President; Mrs. Suzanne Armour (WCJC Foundation); Mrs. Kim Ashburn; Mr. Shane Benich; Ms. Ms. Archana Bhasin; Mrs. Carol Derkowski; Mr. William Feagin, Jr.; Mr. Mike Feyen; Mr. J.B. Groves; Mrs. Jennifer Jeffery; Ms. Pat Korenek; Mr. TK Krpec; Ms. Karen Lescure; Ms. Deborah McGraw; Ms. Obiageli Nwosu; Dr. Liz Rexford; Mrs. Sheryl Rhodes; Mrs. Amanda Sitka (WCJC Foundation); Mr. Don Smith; Mr. Gordon Sorrell (WCJC Foundation); Ms. Wendy Tamayo; Mrs. Cindy Ward; Mr. Gus Wessels; and Mrs. Joy Wind

### I. **Determination of Quorum and Call to Order**

-Mrs. Rod called the meeting to order and declared a quorum.

### II. **Pledge of Allegiance**

-Mrs. Rod led the Pledge of Allegiance.

### III. **Reading of the Minutes**

A. Approve the September 28, 2021 Board of Trustees Meeting Minutes

-The regular Board of Trustee minutes from September 28, 2021 was approved as presented.

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

### V. **Special Items**

-Dr. Urbis gave a report on the tours of WCJC campuses with Mr. James Perez (Wharton County Hispanic Chamber of Commerce). Mr. Perez was very impressed.

-Mr. Glass stated that he met with Mr. Perez and toured the LaDieu building and welding area.

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

A. Overview of Strategic Plan

-Ms. McCrohan gave an update from the Legislative special sessions.

-Dr. Allen gave an overview of the Strategic Plan.

**VII. Student Success**

**VIII. Reports to the Board**

A. Financial Reports

- Mr. Kocian presented the September 2021 financials.
- Mrs. Ward presented the 4<sup>th</sup> quarter 2021 investment report.

**BOARD ACTION:** On a motion by Mr. Sitka and a second, the board unanimously approved the September 2021 financials as presented.

**BOARD ACTION:** On a motion by Mr. Pope and a second, the board unanimously approved the 4<sup>th</sup> quarter 2021 investment report as presented.

B. Management Reports

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

C. Reports from College Governance Councils

1. Faculty Council Minutes from September 7, 2021
2. Extended Cabinet Meeting Minutes from August 12, 2021

**IX. CONSENT AGENDA**

**X. Matters Relating to General Administration**

**XI. Matters Relating to Academic Affairs**

A. Information Item:

1. Seek competitive sealed proposals for an on-line Learning Management System (LMS) to support the College's growing Distance Education class offerings (estimated \$100,000.00 - unrestricted operating fund for 2021 - 2022)

**XII. Matters Relating to Administrative Services**

- A. Approve the Qualified Investment Brokers
- B. Approve fiscal year 2021 Budget Adjustments
- C. Approve the transfer of \$1,000,000.00 from the unrestricted fund to the plant repair and replacement fund
- D. Approve the allocation of funds from the prior year fund balance for 2021 outstanding encumbrances (\$552,311.43 - unrestricted operating fund for 2021 - 2022)

XIII. **Matters Relating to Technology**

XIV. **Matters Relating to Planning & Institutional Effectiveness**

- A. Approve the American Rescue Plan - Minority Serving Institution Funding (\$649,568.00)

XV. **Matters Relating to Personnel**

- A. Board of Trustees

- B. Office of President

1. Jonathan B. Jeter employed as regular, full-time director of the WCJC Foundation, CA-15-10, effective October 20, 2021

- C. Office of Academic Affairs

1. Natasha Goins completed 6 additional graduate hours as regular, full-time instructor of Associate Degree Nursing, FAC-2A-34, to regular, full-time instructor of Associate Degree Nursing, FAC-3-34, effective August 23, 2021
2. Approve division chair compensation for fall 2021

- D. Office of Administrative Services

- E. Office of Student Services

- F. Office of Technology

- G. Office of Planning & Institutional Effectiveness

**XVI. END OF CONSENT AGENDA**

-Mrs. Rod pulled Item XV for discussion in Executive Session.

**BOARD ACTION:** On a motion by Mr. Glass and a second, the board unanimously approved the consent agenda with exception of Item XV.

XVII. **Paid Professional Assignments**

- A. Information Item:

- B. Paid Professional Assignment for Andrea Shropshire, Consultant for LVN program revision, fall 2021 - \$2,100.00

- C. Paid Professional Assignment for Cindy Diener, College Bridge Coordinator, fall 2021 - \$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 7:21 P.M.

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

-The board readjoined into regular session at 8:12 P.M.

**BOARD ACTION:** On a motion by Mr. Pope and a second, the board unanimously approved Item XV with Item XV.B.1.subject to the preparation of a document that delineates the duties particularly of tasking to be approved by the College.

**XX. Discuss Matters Relating to Formal Policy**

**XXI. Other Business**

-Larry asked the status on the fitness center. Ms. McCrohan stated that there is no full-time employee therefore the fitness center will not open until spring at the earliest.

**XXII. Adjourn**

-The meeting adjourned at 8:16 P.M.

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Board Secretary