

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, September 24, 2019, beginning at 6:30 PM in the Hutchins Memorial Board Room. Mr. Gertson presided.

Trustees present: Mr. Danny Gertson, Chair; Mrs. Ann Hundl, Secretary; Mr. Scott Glass; Mrs. Mary Ellen Meyer; and Mrs. Edee Sinclair

Trustees absent: Mr. Jack Moses; Mr. J. Paul Pope; Mrs. Amy Rod, Vice Chair; and Mr. Larry Sitka

Others present: Mrs. Betty McCrohan, President; Mr. Bryce Kocian, Vice President of Administrative Services; Mrs. Leigh Ann Collins, Vice President of Academic Instruction; Mrs. Pam Youngblood, Vice President of Technology; Dr. Amanda Allen, Vice President of Planning and Institutional Effectiveness; Mrs. Deanna Feyen, Executive Secretary to the President; Mr. Seth Bailey; Ms. Zina Carter; Judge Jared Cullers; Mr. Mike Feyen; Dr. Liz Rexford; Mr. Ben Sharp; Mr. Danny Terronez; Mrs. Cindy Ward; Mr. Gus Wessels; and Mr. Philip Wuthrich

I. Determination of Quorum and Call to Order

-Mr. Gertson called the meeting to order and declared a quorum.

II. Pledge of Allegiance

-Mr. Gertson led the Pledge of Allegiance.

III. Reading of the Minutes

A. The special called board meeting minutes from August 20, 2019

B. The public hearing meeting minutes from August 20, 2019

C. The regular board of trustee meeting minutes from August 20, 2019

-The special called board meeting minutes from August 20, 2019, the public hearing meeting minutes from August 20, 2019, and the regular board of trustee meeting minutes from August 20, 2019 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. Swearing in of trustee

-Judge Jared Cullers swore in Mrs. Edee Sinclair to the Board of Trustees, Position 8.

B. Request to set ad valorem tax rate for the Wharton County Junior College District for the 2019 tax year

BOARD ACTION: On a motion by Mrs. Hundl and a second, the board unanimously approved the property tax rate be increased by the adoption of a tax rate of \$0.13934 per \$100 valuation, which is effectively a 3.00% increase in the tax rate. The vote was 5-0.

C. Appoint Mrs. Rod as representative to WCJC Foundation

BOARD ACTION: On a motion by Mrs. Hundl and a second, the board unanimously approved the appointment of Mrs. Amy Rod as representative to the WCJC Foundation in place of Mr. Danny Gertson.

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

VII. Student Success

VIII. Reports to the Board

A. Financial Reports for July 2019

-Mr. Wessels presented the July 2019 financial reports.

BOARD ACTION: On a motion by Mrs. Hundl and a second, the board unanimously approved the July 2019 financial reports as presented.

B. Management Reports

1. Technology Report

- 2. Financial Aid Report
- 3. Testing Report
- C. Reports from College Governance Councils
 - 1. August 23, 2019 Faculty Association Meeting Minutes

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
 - A. Approval of Athletic contest admission fee
- XI. Matters Relating to Academic Affairs
- XII. Matters Relating to Administrative Services
 - A. Approve ThyssenKrupp to perform an upgrade modernization on the Administration building elevator (\$63,500.00 - transfer from the plant repair & replacement fund)
 - B. Approve fiscal year 2019 budget adjustments
 - C. Approve the proposal submitted by Way Engineering, LTD to remove and replace a lightning damaged condensing unit that takes care of one side of the Pioneer Student Center Ballroom (\$44,115.00 - transfer from plant repair & replacement fund)
- XIII. Matters Relating to Technology
- XIV. Matters Relating to Planning & Institutional Effectiveness
- XV. Matters Relating to Personnel
 - A. Board of Trustees
 - B. Office of President
 - 1. Dennis "Keith" Case received a change in title/assignment from regular, full-time head baseball coach, FAC-1-15, to regular, full-time director of athletics, CA-15-15, effective August 19, 2019
 - 2. Andrew Porras received a change in title/assignment from temporary, full-time assistant baseball coach, to regular, full-time head baseball coach, FAC-1-6, effective August 19, 2019
 - C. Office of Academic Affairs
 - 1. Don Cavin received a change from temporary, part-time instructor of English,

- to regular, full-time instructor of English, FAC-1-3, effective August 19, 2019
- 2. Cammy Garcia employed as regular, full-time simulation laboratory coordinator, FAC-1-4, effective September 16, 2019
- 3. Approve 2019 fall overloads
- 4. Dolly Staude extended from temporary, full-time instructor of cosmetology, FAC-1-3, to temporary, full-time instructor of cosmetology, FAC-1-4, effective September 1, 2019
- 5. Fall 2019 division chair compensation
- 6. Fall 2019 department head compensation
- D. Office of Administrative Services
- E. Office of Student Services
- F. Office of Technology
 - 1. Shane Benich received a change in title/assignment from regular, full-time IT reliability/maintenance technician, P-15-4, to regular, full-time network administrator, AA-10-4, effective September 1, 2019
 - 2. Robby Mathews received a change in title/assignment from regular, full-time network administrator, AA-10-13, to regular, full-time director of cyber security, CA-15-23, effective September 1, 2019
- G. Office of Planning & Institutional Effectiveness

XVI. END OF CONSENT AGENDA

BOARD ACTION: On a motion by Mrs. Hundl and a second, the board unanimously approved the consent agenda with the noted change (change Don Cavin to temporary, full-time instructor).

XVII. Paid Professional Assignments

A. Information Item:

- 1. Paid Professional Assignment for Andrew Berezin, PTK Advisor, fall 2019 and spring 2020 - \$3,000.00
- 2. Paid Professional Assignment for Liz Rexford, PTK Advisor, fall 2019 and spring 2020 - \$3,000.00
- 3. Paid Professional Assignment for Tim Guin, Vocational Science Division Chair, 2019 - 2020 - \$5,000.00
- 4. Paid Professional Assignment for Dr. Wendy Waters, Assistant Department Head - A & P Coordinator, fall 2019 - spring 2020 - \$4,200.00
- 5. Paid Professional Assignment for Kim Raun, microbiology lab coordinator, fall 2019 and spring 2020 - \$2,400.00
- 6. Paid Professional Assignment for Jennifer Jeffery, Assistant Department Head - General Biology Coordinator, fall 2019 and spring 2020 - \$4,200.00
- 7. Paid Professional Assignment for Sean Amestoy, Agriculture Coordinator, fall

2019 - spring 2020 - \$2,400.00

8. Paid Professional Assignment for Liz Rexford - SGA Advisor - fall 2019 and spring 2019 - \$2,000.00

9. Paid Professional Assignment for Jeff Shine - SGA Advisor - fall 2019 and spring 2019 - \$2,000.00

10. Paid Professional Assignment Ernest Ramirez - SGA Advisor - fall 2019 and spring 2019 - \$2,000.00

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

-Mr. Gertson announced the WCJC Foundation Golf Tournament and the usual support to the tournament which will be \$167.00 per person.

XXII. Adjourn

-The meeting adjourned at 6:56 P.M.