

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, November 19, 2024, beginning at 6:30 p.m. in the Hutchins Memorial Board Room and Remote, 911 Boling Highway, Wharton, TX 77488

Trustees Present: Mr. Paul Pope, Chair; Dr. Priscilla Metcalf, Vice Chair; Dr. Bret Macha, Secretary (zoom); Mrs. Ann Hundl; Mr. Terry Lynch; Mr. Jay Roussel; Mr. Larry Sitka; Dr. Sue Zanne Williamson Urbis

Trustees Absent: Ms. Amy Rod

Others Present: Ms. Betty McCrohan, President; Dr. Amanda Allen, Executive Vice President; Mrs. Leigh Ann Collins, Vice President of Instruction; Ms. Kettida Vasiknanon, Vice President of Information Technology; Sheryl Rhodes; Mr. Peter Anderson; Mr. Lupe Araguz; Mrs. Suzanne Armour; Mr. Danny Bacot (zoom); Mr. Gary Bonewald; Mrs. Shirley Bonewald; Ms. Zina Carter (zoom); Mrs. Trish Chandler; Mrs. Carol Derkowski; Mr. Darrell Evans; Mr. Mike Feyen; Deanna Feyen; Jessica Garcia (zoom); Mr. Gary Gillen; Mr. Lupe Gonzales; Mrs. Mary Helen Gonzales; Mr. Rick Guerrero; Ms. Mandy Guin; Mrs. Sherrie Guin; Mr. Tim Guin; Ms. Lacy Jones (zoom); Mrs. Helen Koehler; Mrs. Lea Anna Kostelnik (zoom); Mr. TK Krpec (zoom); Mr. Pete Kucera; Mr. William Loocke; Ms. Christi Mejorado; Mr. Vincent Mendez; Ms. Gloria Milsap; Mr. Lupe Moreno; Mr. Laddie Prihoda; Mr. Colby Primeaux; Ms. Kristie Pustejovsky; Mr. Tommy Regan (zoom); Dr. Liz Rexford; Ms. Phyllis Richardson; Ms. Haydee Ruiz (zoom); Ms. Lina Salas; Mr. Miguel Segura; Mr. Ben Sharp; Ms. Wendy Tamayo; Mrs. Dorothy Tesar; Mr. Richard Urbis; Mrs. Gloria Vela; Ms. Emily Voulgaris (zoom); Mrs. Cindy Ward; Mr. Gus Wessels

I. Determination of Quorum and Call to Order

-Mr. Pope called the meeting to order at 6:30 and declared a quorum.

II. Pledge of Allegiance

-Mr. Pope led the Pledge of Allegiance

III. Reading of the Minutes

III.A. October 15, 2024 Board of Trustee Regular Meeting Minutes

-The following correction was made to the October 15, 2024 Board of Trustee Regular Meeting Minutes:

BOARD ACTION: -At the request of Dr. Sue Zanne Williamson Urbis, correct the minutes to read that she was not present at the meeting.

BOARD ACTION: On a motion made by Mr. Sitka and seconded by Mr. Roussel, the Board unanimously approved the October 15, 2024 Board of Trustee Regular Meeting Minutes with the correction.

IV. Citizens' Comments (revised by legal counsel on 08-05-2022)

-Mr. Lupe Gonzales and Mr. Pete Kucera were present to discuss the status of the Senior Citizens Program.

V. Special Items

V.A. Approve the external audit FY 2024

-Mrs. Hundl announced that a special called meeting for the audit was held prior to the regular Board meeting.

BOARD ACTION: On a motion made by Mr. Sitka and seconded by Dr. Sue Zanne Williamson Urbis, the Board unanimously approved the external audit for FY 2024 as presented.

V.B. Approve to cancel the December 17, 2024 Board of Trustee meeting

-BOARD ACTION: On a motion made by Mr. Lynch and seconded by Mrs. Hundl, the Board unanimously approved to cancel the December 17, 2024 Board of Trustee meeting.

V.C. Overview of the Senior Citizen's Program - Leigh Ann Collins

-VP Collins provided an overview of the Senior Citizen's Program

V.D. Reports from Board Committees

-Dr. Macha reported that the Physical Plant, Safety and Security committee met on November 1, 2024. A follow up meeting will be scheduled in January 2025.

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

VI.A. Retirement Resolution for Zina Carter

-President McCrohan read the Resolution for Ms. Carter and will deliver the plaque to her.

VI.B. Retirement Resolution for Tim Guin

-VP Collins read the Resolution for Mr. Guin and presented him with a plaque.

VI.C. Retirement Resolution for Gus Wessels

-President McCrohan read the Resolution for Mr. Wessels and presented him with a plaque.

VII. Student Success

VII.A. Fall 2024 Institutional Effectiveness Newsletter - Dr. Amanda Allen

VIII. Reports to the Board

VIII.A. Financial Reports

VIII.A.1. October 2024 Monthly Financials

-Mrs. Ward presented the October 2024 financial reports.

-BOARD ACTION: On a motion made by Mrs. Hundl and seconded by Dr. Metcalf, the Board approved the October 2024 financials as presented.

VIII.B. Management Reports

VIII.B.1. Financial Aid Report

VIII.B.2. Testing Report

VIII.C. Reports from College Governance Councils

IX. CONSENT AGENDA

-BOARD ACTION: At the request of Mr. Pope, Item X.D. Recommend the college and Board evaluate the financial viability of the Senior Citizen's program. (N/A) was pulled from the Consent Agenda for a separate vote.

-BOARD ACTION: After discussion, on motion made by Dr. Metcalf and seconded by Mr. Sitka, the Board agreed to form an Ad Hoc Committee to work with Administration to evaluate options for continuing the Senior Citizen's Program and revisit the status of the program in March 2025.

-BOARD ACTION: At the recommendation of President McCrohan, Item X.B. Recommend approval of a RESOLUTION to honor Senator Joan Huffman, Texas District 17, for meritorious service in support of Wharton County Junior College students, staff, and the communities it serves was pulled from the Consent Agenda for a separate vote.

-BOARD ACTION: On a motion made by Mrs. Hundl and seconded by Dr. Williamson Urbis, it was the consensus of the Board to approve the Resolution honoring Senator Joan Huffman, Texas District 17, for meritorious service in support of Wharton County Junior College students, staff, and the communities it serves.

X. Matters Relating to General Administration

X.A. Notify the Board of Trustees that WCJC has been awarded funding from the Johnson Foundation for direct scholarships to students in the Allied Health Programs (\$350,000.00 - award amount; no cost to the institution)

X.B. Recommend approval of a RESOLUTION to honor Senator Joan Huffman, Texas District 17, for meritorious service in support of Wharton County Junior College students, staff, and the communities it serves (None)

X.C. Approve the new funding and reporting structure for the Director, WCJC Foundation (\$54,860 annually - WCJC Current Operating Fund (\$41,145 for FY25))

X.D. Recommend the college and Board evaluate the financial viability of the Senior Citizen's program. (N/A)

XI. Matters Relating to the Office of the Executive Vice President

XI.A. Notify the Board of Trustees that WCJC has been awarded the Texas Workforce Commission (TWC) Automotive Grant (\$331,104.00 - award amount; no cost to the institution)

XI.B. Approve the 2025 - 2026 Academic Calendar (No cost to the institution)

XII. Matters Relating to Academic Affairs

XII.A. Approve ADN Student Technology Fee Increase of \$239 per semester, effective spring 2024 (No cost. Estimated revenue from increased fees is \$114,720 to offset the ATI system cost, (\$239 X 4 semesters X 120 students)

XIII. Matters Relating to Administrative Services

XIII.A. Approve the proposal from RDI Mechanical for the replacement of the 2 HVAC units for the Gene Bahnsen Gymnasium and 2 of the Fitness Center HVAC units (\$297,274.60 - Transfer from the Plant Repair and Replacement Fund)

XIII.B. Approve the proposal from Brazos Urethane for the reproofing of main part of the roof for the Gene Bahnsen Gymnasium (\$344,780.00 total - \$212,423.00 plus the alternate, \$132,357.00 - Transfer from the Plant Repair and Replacement Fund)

XIII.C. Approve the proposal from Brazos Urethane for the reroofing of the J.M. Hodges Learning Center (\$933,388.00 - Transfer from the Plant Repair and Replacement Fund)

XIII.D. Approval of Fiscal Year 2024 Budget Adjustments for the 4th quarter period June 1, 2024 - August 31, 2024 (N/A)

XIV. Matters Relating to Information Technology

XIV.A. Approve the RockIT proposal to complete Phase 2 of the WCJC network infrastructure upgrade on the Richmond Campus (\$136,781.09 - Current Operating Budget)

XIV.B. Approve the upgrade of instructional technology, classroom reconfiguration, and Phase 3 of the WCJC network infrastructure upgrade on the Richmond Campus (\$87,000.00 - Transfer from the MIS Fund)

XV. Matters Relating to Personnel

XV.A. Board of Trustees

XV.B. Office of President

XV.C. Office of Executive Vice President

XV.D. Office of Academic Affairs

XV.D.1. Toni Biezugbe received a salary adjustment per BOT approval on 10/15/2024 from regular, full-time instructor of associate degree nursing, FAC-1-21 to regular, full-time instructor of associate degree nursing, FAC-1-31, effective November 1, 2024

XV.D.2. Sandra Davis received a salary adjustment per BOT approval on 10/15/2024 from regular, full-time instructor of associate degree nursing, FAC-1-38 to regular, full-time instructor of associate degree nursing, FAC-1-48, effective November 1, 2024

XV.D.3. Patricia Korenek received a salary adjustment per BOT approval on 10/15/2024 from regular, full-time instructor of associate degree nursing, FAC-1-42 to regular, full-time instructor of associate degree nursing, FAC-1-52, effective November 1, 2024

XV.D.4. Sheena Olatunde employed as regular, full-time instructor of associate degree nursing, FAC-1-30, effective November 20, 2024

XV.D.5. Baylee Ross received a salary adjustment per BOT approval on 10/15/2024 from regular, full-time instructor of associate degree nursing, FAC-1-

16 to regular, full-time instructor of associate degree nursing, FAC-1-26, effective November 1, 2024

XV.D.6. Anna Sawyer received a salary adjustment per BOT approval on 10/15/2024 from regular, full-time instructor of associate degree nursing, FAC-1-22 to regular, full-time instructor of associate degree nursing, FAC-1-32, effective November 1, 2024

XV.D.7. Andrea Shropshire received a salary adjustment per BOT approval on 10/15/2024 from regular, full-time instructor of associate degree nursing, FAC-7-36 to regular, full-time instructor of associate degree nursing, FAC-7-46, effective November 1, 2024

XV.D.8. Tri Le received an extension as temporary instructor of Mathematics, FAC-1-5, effective January 6, 2025

XV.E. Office of Administrative Services

XV.E.1. Rachel Cavazos received a change in title/assignment from regular, full-time assistant director of financial aid, AA-1-12 to regular, full-time financial accountant, AA-1-12, effective November 20, 2024

XV.F. Office of Information Technology

XVI. END OF CONSENT AGENDA

BOARD ACTION: On a motion made by Dr. Metcalf and seconded by Mr. Lynch, the consent agenda was unanimously approved with the removal of Item X.D. Recommend the college and board evaluate the financial viability of the Senior Citizen's program. (N/A) and Item X.B. Recommend approval of a RESOLUTION to honor Senator Joan Huffman, Texas District 17, for meritorious service in support of Wharton County Junior College students, staff, and the communities it serves (None). Both items were voted on separately.

XVII. Paid Professional Assignments

XVII.A. Information Item:

XVII.A.1. Paid Professional Assignment for Doug Baumgarten, additional duties related to facilities management, November 1, 2024 - December 31, 2024 - \$2,400.00

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 of Trustees went into executive session at 7:59 p.m.

XVIII.A. President's Evaluation

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

-The Board of Trustees reconvened at 9:56 p.m. No actions were taken.

XX. Discuss Matters Relating to Formal Policy

XXI. Adjourn

-The meeting adjourned at 9:57 p.m.