

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, March 25, 2025 at 6:30 p.m. in the Hutchins Memorial Boardroom. Mr. Pope presided.

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

Trustees Absent: Dr. Priscilla Metcalf,

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; Mrs. Sheryl Rhodes; Mr. Peter Anderson; Mr. Danny Bacot (zoom); Mr. Gary Bonewald; Mrs. Clarissa Bueno; Mr. Oscar Cano; Mrs. Trish Chandler; Mrs. Carol Derkowski; Mr. Jeremy Eder; Mrs. Deanna Feyen (zoom); Mr. Mike Feyen; Mrs. Jessica Garcia; Mr. Gary Gillen; Diego Gonzalez (zoom); Mr. Jonathan Jeter; Mr. Karl Johnson; Ms. Lacy Jones (zoom); Mrs. Lea Anna Kostelnik; Mr. T.K. Krpec; Ms. Nicole Lippolis; Mr. Robby Matthews (zoom); Mrs. Tessa Matthews (zoom); Mrs. Christie Mejorado; Mrs. Melissa Mihalick; Mr. Lupe Moreno; Mr. Tommy Regan (zoom); Dr. Liz Rexford; Dr. Christy Ruby; Ms. Haydee Ruiz (zoom); Ms. Lina Salas; Ms. Priscilla Salas (zoom); Ms. Muna Saqer (zoom); Ms. Selena Schmidt (zoom); Mr. Ben Sharp; Ms. Emily Voulgaris; Mrs. Cindy Ward; Mr. John Woolsey (zoom)

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. February 18, 2025 Regular Board of Trustee Meeting Minutes

- **BOARD ACTION:** On a motion made by Mr. Lynch and seconded by Dr. Williamson Urbis the Board unanimously approved the February 18, 2025 Regular Meeting minutes as presented.

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

V Special Items

V.A. Reports from Board Committees

-Mr. Pope reported on the status of the nuclear project in conjunction with the State and Texas A&M University.

V.B. Report on Board of Trustees Institute

-President McCrohan and Mr. Pope reported on the Board of Trustee Institute.

V.C. Update on Senior Citizens Program - Leigh Ann Collins

-Vice President Collins provided a status on the Senior Citizen's program.

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

VI.A. Update on Physical Plant Projects - Mike Feyen

-Mr. Feyen provided an update on all physical plant projects taking place on all campuses.

VII. Student Success

-Dr. Allen reviewed the Financial Aid monthly report and highlighted the increase in PELL grants awarded.

-She also informed the group that Wharton County Junior College has been notified that we are a military friendly institution.

VIII. Reports to the Board

VIII.A. Financial Reports

VIII.A.1. February 2025 Monthly Financials

-Mrs. Ward presented the February 2025 financial reports.

-BOARD ACTION: On a motion made by Mr. Sitka and seconded by Mr. Lynch, the Board unanimously approved the February 2025 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

X. Matters Relating to General Administration

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

XI.A. Approve the 2025 - 2026 Academic Calendar (no cost to the institution)

XII. Matters Relating to Academic Affairs

XII.A. Approve Senior Citizens Title III Contract for FY25 (10% of reimbursable units to be covered by fundraisers, donations, other grants)

XIII. Matters Relating to Administrative Services

XIII.A. Approve the recommended increase from Great Western Dining to the student's cafeteria board plan from \$14.31 to \$14.83 per day beginning with the fall 2025 (\$396,000.00 - Auxiliary Fund Budget for 2025 - 2026)

XIII.B. Approve the increase to board fees charged to students living on campus from \$1,900.00 a semester to \$1,950.00 a semester beginning with the fall of 2025 (\$449,900.00 in revenue - Auxiliary Fund Budget for 2025 - 2026)

XIII.C. Approval of Fiscal Year 2025 Budget Adjustments (N/A)

XIII.D. Approve the proposal from Horizon International Group to lift and stabilize the building foundation, to include required exterior and interior repairs (\$950,000.00 – Transfer from the Plant Repair and Replacement Fund)

XIII.E. Information Item

XIII.E.1. Seek sealed proposals from college bookstore companies to manage and distribute class textbooks and study materials to students (\$400,000.00 - Unrestricted Operating Budget for 2025 - 2026)

XIV. Matters Relating to Information Technology

XIV.A. Approve Purchase of Ticketing System - TeamDynamix (\$76,780 - (to be transferred from the MIS Fund))

XIV.B. Approve Hardware Refresh Cycle Initiative with the Purchase of 500 workstations (\$559,210 - (to be transferred from the MIS Fund))

XIV.C. Approve Hardware Purchase from the awarded TRUE Grant (\$129,208.85 – money awarded from the TRUE Grant)

XIV.D. Approve the elimination of the IT Functional Analyst position and the creation of the IT Systems Analyst position (\$14,211 increase in salary from A-15 to AA-1 from AY 25 budget)

XV. Matters Relating to Personnel

XV.A. Board of Trustees

XV.A.1. Approve contract actions as listed in the attached agenda brief

XV.B. Office of President

XV.B.1. Jonathan Jeter received a change in title/assignment from regular, full-time, Director of the WCJC Foundation, CA-15-13 to regular, full-time, Director of the WCJC Foundation and Advancement, CA-15-13, effective December 1, 2024

XV.C. Office of Executive Vice President

XV.D. Office of Academic Affairs

XV.D.1. Jennifer Boyd employed as regular, full-time instructor of associate degree nursing, FAC-1-30, effective April 1, 2025

XV.E. Office of Administrative Services

XV.F. Office of Information Technology

XVI. END OF CONSENT AGENDA

-BOARD ACTION: On a motion made by Dr. Williamson Urbis and seconded by Dr. Macha, the board approved the consent agenda.

XVII. Paid Professional Assignments

XVII.A. Information Item:

XVII.A.1. Paid Professional Assignment for Doug Baumgarten, additional duties related to facilities management, March 1, 2025 - April 30, 2025 - \$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 7:18 p.m.

XVIII.A. Discuss President Betty McCrohan Employment, including possible Retirement and Mutual Separation Agreement

XVIII.B. Discuss Search Process for Interim President

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

-The Board reconvened at 7:39 p.m.

XIX.A. Accept Notice of Retirement of President Betty McCrohan and Authorize Board Chair to Negotiate and Execute Mutual Separation Agreement with President Betty McCrohan

-President McCrohan announced her notice of retirement effective August 31, 2025.

BOARD ACTION: On a motion made by Dr. Williamson Urbis and seconded by Mr. Sitka, the Board unanimously approved to accept President McCrohan's notice of retirement as discussed in Executive Session effective August 31, 2025.

-The Board of Trustees went into executive session at 7:42 p.m.

XIX.B. Authorize Board Chair to Negotiate and Execute an Agreement with Firm to Assist in Search for Interim President

-The Board reconvened at 8:19 p.m. and no actions were taken.

XX. Discuss Matters Relating to Formal Policy

XXI. Adjourn

-The meeting adjourned at 8:20 p.m.
