

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, May 18, 2021, beginning at 6:30 PM in the Hutchins Memorial Board Room. Mrs. Rod presided.

Trustees Present: Mrs. Amy Rod, Chair; Mrs. Mary Ellen Meyer, Secretary; Mr. Danny Gertson; Mr. Scott Glass; Mr. Jack Moses; Mr. Paul Pope; Mr. Larry Sitka; and Dr. Sue Zanne Williamson-Urbis

Trustees Absent: Mrs. Ann Hundl, Vice Chair

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; Dr. Amanda Allen, Vice President of Planning and Institutional Effectiveness; Mrs. Deanna Feyen, Executive Secretary to the President; Mr. Shane Benich; Ms. Zina Carter; Ms. Carol Derkowski; Mr. Mike Feyen; 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, 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. The regular board meeting minutes from April 20, 2021

-The regular board meeting minutes from April 20, 2021 was 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

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

A. Recognition of retirement for Ms. Judy Jones

-Ms. McCrohan read the retirement resolution for Ms. Judy Jones.

-Dr. Allen gave an overview of the board retreat agenda which will be held June 11, 2021.

-Dr. Allen explained the virtual commencement.

VII. Student Success

VIII. Reports to the Board

A. Financial Reports for April 2021

-Mr. Kocian presented the April 2021 financial report.

BOARD ACTION: On a motion by Mr. Gertson and a second, the board unanimously approved the April 2021 financial 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 Meeting minutes from March 2, 2021
2. Faculty Council Meeting minutes from April 6, 2021

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

XII. Matters Relating to Administrative Services

- A. Approve the engagement letter from Lott, Vernon & Company, P.C. for the fiscal year 2021 external audit
- B. Approve the transfer of funds from plant repair and replacement fund to retrofit the existing HVAC pneumatic variable air volume (VAV) boxes and controls on the second floor of the Science building and replace them with new dampers and direct digital controls (DDC) (\$59,200.00 – transfer from plant repair & replacement fund)
- C. Approve the proposal submitted by Prosperity Bank of Wharton to serve as the College District's official School Depository (estimated \$0.00 – unrestricted operating budget for 2021 – 2022)

XIII. Matters Relating to Technology

- A. Approve Strata Information Group (SIG) to perform consulting and implementation on the Student, Student AR, Financial Aid, HR-Payroll, and Finance modules of our Banner Enterprise Management System (\$728,640.00 – CRRSAA funding)

XIV. Matters Relating to Planning & Institutional Effectiveness

- A. Approve allocation of the CRRSAA Institutional funds for student scholarships to provide tuition/fee support for new, first-time students (\$1,500,000.00 CRRSAA institutional funds)

XV. Matters Relating to Personnel

A. Board of Trustees

B. Office of President

- 1. Andrew "Trey" Porrás extended from temporary, full-time head baseball coach/instructor of Kinesiology, FAC-1-7, to temporary, full-time head baseball coach/instructor of Kinesiology, FAC-1-7, effective August 23, 2021

C. Office of Academic Affairs

- 1. Cynthia Cruz completed 15 additional grad hours at regular, full-time instructor of associate degree nursing, FAC-3-32, to regular, full-time instructor of associate degree nursing, FAC-4A-32, effective January 11, 2021
- 2. Haydee Ruiz received a change in title/assignment from regular, full-time instructor of engineering design, FAC-1-15 (9 months), to regular, full-time instructor of engineering design, FAC-1-15 (10.5 months), effective August 23, 2021

- D. Office of Administrative Services
- E. Office of Student Services
- F. Office of Technology
- G. Office of Planning & Institutional Effectiveness

1. Cindy Mahalitic employed as regular, full-time coordinator of grants management and compliance, AA-1-10, effective May 3, 2021

XVI. END OF CONSENT AGENDA

-Ms. McCrohan explained that the American Rescue Plan funds will be used to fund Item XII.B.

BOARD ACTION: On a motion by Mr. Gertson and a second, the board unanimously approved the consent agenda with the correction to Item XII.B.

XVII. Paid Professional Assignments

A. Information Item:

1. Paid Professional Assignment for Garland Novosad, supervising DDS for Regional Student Board Exam, May 19-21, 2021 - \$500.00
2. Paid Professional Assignment for Carol Derkowski, Site Director for Regional Student Board Exam, May 19-21, 2021 - \$350.00
3. Paid Professional Assignment for Brenda Bode, Site Supervisor for Regional Student Board Exam, May 19-21, 2021 - \$1,015.00
4. Paid Professional Assignment for Amy Pendergraft, Nursing Innovative Grant Project (NIGP) Co-Director, December 2, 2020 – December 2022 - \$9,600.00
5. Paid Professional Assignment for Andrea Shropshire, Nursing Innovative Grant Project (NIGP) Grant Director, December 2, 2020 – December 2021 - \$14,400.00

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).

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

XX. Discuss Matters Relating to Formal Policy

XXI. Other Business

XXII. Adjourn

-The meeting adjourned at 7:03 P.M.