



# Wharton County Junior College

## Proposed Agenda Item Board of Trustees Meeting

Complete this form and submit it to the Office of the President by noon on Friday, 11 days prior to the Tuesday evening meeting of the Board of Trustees. If this form does not provide enough space, you may use an expanded version *as long as you follow the format specified below.*

Date of Board Meeting: October 20, 2020

Date of This Proposal: October 7, 2020

### SUBJECT:

Approve the quote submitted by Halogen (now Cornerstone, Inc) to provide the College's automated platform for all employee self evaluations and supervisory performance evaluations required by College Regulation for a period of 3 years.

### RECOMMENDATION:

Approve the quote submitted by Halogen (now Cornerstone, Inc) to provide the College's automated platform for all employee self evaluations and supervisory performance evaluations required by College Regulation for a period of 3 years at a total cost of \$120,000.00, or \$40,000.00 per year.

### BACKGROUND/RATIONALE:

Halogen has provided the software system that helps the College perform, approve, and track all College employee performance evaluations and saves them so that they can easily be recalled when needed. Halogen was recently purchased by Cornerstone Inc. and they have proposed a 3 year term that would allow the College to save an estimated \$20,000 over the same 3 year period if we were to simply go year by year. The proposal is being recommended since the College has used Halogen for several years, and is very pleased with the product and services provided, and the slightly longer term does offer the potential for some savings for the service. The amounts will be paid each year and are below the State of Texas bid amount of \$50,000 per year, but since the overall agreement is a commitment of \$120,000.00 over the 3 years, we wanted to gain Board of Trustee approval for this action.

**Estimated Cost & Budgetary Support (how will this be paid for?):** \$40,000.00 per year  
Unrestricted Operating Budget

### RESOURCE PERSON(S) [name(s) and title(s)]:

Judy Jones, Director of Human Resources  
Kerri Novak, Human Resources Coordinator  
Philip Wuthrich, Director of Purchasing

### SIGNATURES:

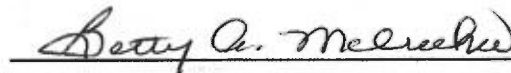
 Kerri Novak  
Originator

10-7-20  
Date

 Judy Jones - B. B. Kocian  
Cabinet-Level Supervisor

10-7-2020  
Date

### PRESIDENT'S APPROVAL:

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10-8-20  
Date