



*Complete and submit this form, along with any supplemental documentation, to the Office of the President by 5:00pm on the seventh day prior to the Board meeting.*

**Date of Board Meeting:**      January 16, 2024

**Subject:**

Consideration and approval of the addition, revision or deletion of (LOCAL) policies as recommended by TASB Community College Services and according to the Instruction Sheet for TASB Localized Policy Manual Update 46 for Wharton County Junior College.

**Recommendation:**

Consideration and approval of the addition, revision or deletion of (LOCAL) policies as recommended by TASB Community College Services and according to the Instruction Sheet for TASB Localized Policy Manual Update 46 for Wharton County Junior College.

**Background and Rationale:**

Update 46 to the Wharton County Junior College localized policy contains new or revised (LEGAL) policies citing current legal requirements and new or revised (LOCAL) policy recommendations. The Explanatory Notes Community College Localized Policy Manual Update 45 (document attached) contains a full listing of the (LEGAL) and (LOCAL) policies affected.

(LEGAL) policies reflect the ever-changing legal context for governance and management of the community college and are not adopted by the Board. (LEGAL) policies are revised by the TASB Legal staff attorneys and posted to the Wharton County Junior College Board Policy Manual, located on the WCJC website.

(LOCAL) policies reflect the practices of the college and the intentions of the Board, and may only be changed by Board action (adopt, revise, or repeal). Update 46 contains eight (LOCAL) policies for the Board to consider:

- **BBD (LOCAL): Board Members: Orientation and Training**
- **BBI (LOCAL): Board Members: Technology Resources and Electronic Communications**
- **BG (LOCAL): Administrative Organization**
- **CFE (LOCAL): Purchasing and Acquisition: Vendor Relations**
- **CGC (LOCAL): Safety Program: Emergency Plans and Alerts**
- **CS (LOCAL): Information Security**
- **CU (LOCAL): Research**
- **DAA (LOCAL): Employment Objectives: Equal Employment Opportunity**
- **DH (LOCAL): Employee Standards of Conduct**
- **EBA (LOCAL): Alternate Methods of Instruction: Distance Education**
- **ECC (LOCAL): Instructional Arrangements: Course Load and Schedules**
- **FA (LOCAL): Equal Educational Opportunity**

- **FAA (LOCAL): Equal Educational Opportunity: Pregnant and Parenting Students**
- **FFDA (LOCAL): Freedom From Discrimination, Harassment, and Retaliation: Sex and Sexual Violence**
- **FLB (LOCAL): Student Rights and Responsibilities: Student Conduct**
- **GCB (LOCAL): Public Information Program: Requests For Information**

These sixteen (LOCAL) policies have been reviewed by administration and are submitted to the Board for consideration and possible approval.

**Estimated Cost and Budgetary Support:**

The cost of the Community College Localized Update 45 packet/service is expected to be invoiced at **\$4,312.00** plus Update 46 Printing/Shipping 868 pages @ .14 each (**\$121.52**), for a total cost of **\$4,433.52**.

**Strategic Priority Alignment:**

- |  |  |
|--|--|
| <input type="checkbox"/> Student Success       | <input type="checkbox"/> Community Impact                    |
| <input type="checkbox"/> Resource Optimization | <input checked="" type="checkbox"/> Institutional Excellence |

**Resource Person(s):**

Betty McCrohan, President  
Kay Shoppa, Legislative Assistant to the President

**Signatures:**

*Kay Shoppa*  
Originator

1/9/24  
Date

\_\_\_\_\_  
Cabinet-Level Supervisor

\_\_\_\_\_  
Date

**President's Approval:**

*Betty McCrohan*  
President

1-10-24  
Date