

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, August 16, 2016, beginning at 6:30 PM in the Hutchins Memorial Board Room. Mr. Gertson presided.

Trustees Present: Mr. Danny Gertson, Chair; Mr. Monty Merecka, Secretary; Mr. Scott Glass; Mrs. Ann Hundl; Mr. Jack Moses; and Mr. Larry Sitka

Trustees Absent: Mrs. Merle Hudgins; Mr. Oliver Kunkel; and Mrs. Amy Rod

Others Present: Ms. Betty McCrohan, President; Mr. Bryce Kocian, Vice President of Administrative Services; Mrs. Leigh Ann Collins, Vice President of Instruction; Mrs. Pam Youngblood, Vice President of Technology and Institutional Research; Mr. Dave Leenhouts, Vice President of Student Services; Mrs. Deanna Feyen, Executive Secretary to the President; Dr. Wayne Allen; Mr. Seth Bailey; Ms. Trish Chandler; Ms. Megan Costanza; Mr. Kevin Dees; Dr. Liz Rexford; Mr. Danny Terronez; Mr. Gus Wessels; Mrs. Cindy Ward; and Mr. Philip Wuthrich

I. Determination of Quorum and Call to Order

- The meeting was called to order at 6:30 P.M.
- Mr. Gertson welcomed everyone to the meeting.

II. Pledge of Allegiance

- Mr. Gertson led the Pledge of Allegiance.

III. Reading of the Minutes

- A. The special board meeting held on July 19, 2016.
- B. The regular board meeting held on July 19, 2016.

- The minutes of the special board meeting held on July 19, 2016 was approved with a correction.
- The minutes of the regular board meeting held on July 19, 2016 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.

-Dr. Wayne Allen provided input on the sale of property on highway 60.

V. Special Items

A. Approve 2016 - 2017 operating budget (under separate cover)

Bryce reviewed the 2016 – 2017 operating budget.

BOARD ACTION: On a motion by Mr. Moses and a second, the board unanimously approved the budget as presented.

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

VII. Student Success

VIII. Reports to the Board

A. Financial Reports for July 2016

-Mr. Wessels reviewed the July 2016 financials.

BOARD ACTION: On a motion by Mr. Merecka and a second, the board unanimously approved the July 2016 financials as presented.

B. Information Item: Management Reports

C. Information Item: Reports from College Governance Councils

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

- A. Approve the increase to J.M. Hodges Library service charges

XII. Matters Relating to Administrative Services

- A. Approve the Investment Policy
- B. Approve the Endowment Fund Investment Policy
- C. Approve the third year of a three year term for the Property Casualty Alliance of Texas (PCAT) to provide property insurance and equipment breakdown coverage for the College's \$88.8 million dollars of property (\$171,920.00 - current unrestricted operating budget 2016 - 2017)
- D. Approve the purchase of Virtualization Software to expand the Computer Science curriculum (\$111,500.00 - STEM grant funds)
- E. Approve the proposal submitted by the Texas Association of School Boards (TASB) for our Professional Legal Liability and Auto Coverage policies (\$32,473.00 - current unrestricted operating budget for 2016 - 2017)
- F. Approve fiscal year 2016 budget adjustments
- G. Approve proposal to consider property tax increase and schedule public hearings
- H. Approve the ROAR Academy tuition and fees waiver (maximum waived revenue could potentially be \$76,387.00 for FY 17)

XIII. Matters Relating to Technology and Institutional Research

- A. Approve the contract with Arthur W. West (doing business as AWConsulting) to provide professional services in support of the college websites (\$38,400.00 - current unrestricted operating budget for 2016-2017)

XIV. Matters Relating to Student Services

XV. Matters Relating to Personnel

- A. Board of Trustees
- B. Office of President
1. Marybelle Perez received a change in title/assignment as director of grants management, CA-15-15, to director of college transition, P-16, CA-15-15, effective September 1, 2016
- C. Office of Academic Affairs
1. Sara P. Fira extended as temporary, full-time GPS campus student success project coordinator, AA-1-0, effective September 1, 2016
- D. Office of Administrative Services
- E. Office of Student Services
1. Johnnie R. Svatek extended as temporary, full-time student recruiter/academic advisor, AA-1-8, effective September 1, 2016

F. Office of Technology and Institutional Research

XVI. END OF CONSENT AGENDA

BOARD ACTION: On a motion by Mrs. Hundl and a second, the board unanimously approved the consent agenda as presented.

XVII. Paid Professional Assignments

A. Information Item:

1. Paid Professional Assignment for Joy Magowan - Online Course Redevelopment Program, Spring 2016 - \$900.00
2. Paid Professional Assignment for Stephen Lyford - Online Course Redevelopment Program, Spring 2016 - \$900.00
3. Paid Professional Assignment for Anna Patrick - Online Course Redevelopment Program, Spring 2016 - \$900.00
4. Paid Professional Assignment for Peggy Fitt - Online Course Redevelopment Program, Spring 2016 - \$900.00
5. Paid Professional Assignment for Rochelle Waddill - Online Course Redevelopment Program, Spring 2016 - \$900.00
6. Paid Professional Assignment for Cynthia Diener - Assistant Department Head of English, fall 2016 - spring 2017 - \$3600.00

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).

-Adjourned to executive session at 7:05 P.M.

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

-Re-adjourned to regular session at 7:10 P.M.

XX. Discuss Matters Relating to Formal Policy

XXI. Other Business

-Mr. Gertson asked if the board was interested in sponsoring a team for the golf tournament. The Board agreed to be a sponsor.

XXII. Adjourn

-The meeting adjourned at 7:15 P.M.