



Wharton County Junior College

Extended Cabinet Minutes

Item	Description
Date	August 12, 2021
Time	3:00 P.M.
Location	Zoom

1. Attendees

Role	Name
Chair	Betty McCrohan
Minute Taker	Deanna Feyen
Attendees	Julie Aaronson; Amanda Allen; Peter Anderson; Kim Ashburn; Lori Baumgarten; Deborah Barron; Doug Baumgarten, Allysa Cabrera; Trish Chandler; Leigh Ann Collins; Ross Couvillon; Kevin Dees; Gloria Diaz; Jessica Falcon; Shayna Guerra; Linda Hines; Tammie Janik; Travis Knodel; Bryce Kocian; Pat Korenek; Debbie Lutringer; Robby Mathews; Jennifer Mauch; Deorah McGraw; Cindy Mahalitic; Aryel Montalvo; Kimberly Mrnustik; Dale Neaderhouser; Rosie Nunez; Nwosu; Obiageli, Rose Ochoa; Lindsey Reeves; Tommy Regan; Sheryl Rhodes; Selena Schmidt; Ben Sharp; Andrea Shropshire; Bracha Silverstone; Don Smith; Natalie Stavinoha; Wendy Tamayo; Danny Terronez; Sean Valdez; Christina Vela; Emily Voulgaris; Cindy Ward; Gus Wessels; Hector Weir; David Woods; and Tara Zekavat
Absent	

2. Agenda

	Description	Date	Participants
1.	Call to order – Betty called the meeting to order.		
2.	Approval of Minutes -On a motion by Kevin Dees and a second by Theresa Spillers, the Extended cabinet approved the minutes as presented.		
3.	Faculty Items – NONE <ul style="list-style-type: none"> • Peter asked if the COVID protocol will require masks and will the vaccine be offered on campus? Betty stated that as a state agency we cannot mandate masks. • Peter asked for the update on the procedure on student ID's. Betty directed him to look at the administrative procedure that has been posted. • Kevin asked if the upgrade to the water fountains on campus was approved at the July Board of Trustee meeting. Bryce stated that the board approved the item, the purchase order will be completed and the amount has been reduced to \$58,000.00. Bryce explained where the water fountains will be located. Kevin asked why the amount was reduced if the CARES funds will be paying. Betty stated that the money is needed elsewhere. 		

	<ul style="list-style-type: none"> Faculty Council asked again if the extended cabinet meeting minutes will be on the board of trustee's agenda. Betty stated that the board is considering the item and the decision will be made by the September meeting. 		
4.	Staff Items – NONE		
5.	Student Concerns – NONE		
6.	<p>Other Items</p> <p>1. COVID 19</p> <p>Betty gave a report on the COVID protocols and the Governors orders reiterating that we cannot mandate masks and vaccines if receiving state funds.</p> <p>Amanda gave a report on the Coronavirus Response Plan which is published on the website. Updates will be published as needed. Rachel Bahnsen handles employees and Lindsey McPherson handles students. Facilities will be sanitized once a day. Some masks will be provided.</p> <p>Amanda will have information sessions during the week of convocation.</p> <p>Amanda explained the emergency aid that will be given to students.</p> <p>Amanda explained the vaccine incentive plan for students and employees.</p> <p>Kevin stated that UHSL is giving parking pass waivers to vaccinated students. Will they do the same for WCJC students? WCJC will give the vaccination lottery.</p> <p>2. Administrative Procedures</p> <p>Betty stated that 28 administrative procedures have been posted. If you have questions, you will need to go through your supervisor. Betty explained the process.</p> <p>Kevin asked if our students could benefit from the parking waiver. Betty will check with UHSL. Kevin stated that with enrollment down at the Sugar Land campus it would be worth it to ask. Betty asked Bryce and Matt to contact Jay Neal about the parking waivers.</p> <p>Kevin asked about signage at the Sugar Land campus. Betty stated that we had signage at one time. Kevin stated that he thought we asked and they said no to signage. Kevin stated that now is the time to ask and we are missing out on branding.</p>		

3. Information Items

	Description	Date	Participants
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4. Action Items

	Action Items	Owner	Date	Participants
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1.	Betty will follow up on placing extended cabinet meeting minutes on the board of trustee's agenda.	Betty McCrohan		
2.	Betty will check with UHSL on the parking pass waivers.	Betty McCrohan		
3.	Betty asked Bryce and Matt to get with Jay Neal and research the parking waivers.	Bryce Kocian		
4.				

5. Adjournment

	The meeting adjourned at 3:35 P.M.

Chair

Date