

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, March 27, 2018, beginning at 6:30 PM in the Hutchins Memorial Board Room. Mr. Gertson presided.

Trustees Present: Mr. Danny Gertson, Chair; Mrs. Amy Rod, Vice Chair; Mr. Monty Merecka, Secretary; Mrs. Merle Hudgins; Mrs. Ann Hundl; Mr. Oliver Kunkel, Jr.; Mr. Jack Moses; and Mr. Larry Sitka

Trustees Absent: Mr. Scott Glass

Others Present: Mr. Bryce Kocian, Vice President of Administrative Services; Mrs. Leigh Ann Collins, Vice President of Instruction; Mr. Dave Leenhouts, Vice President of Student Services; Mrs. Amanda Allen, Vice President of Planning and Institutional Effectiveness; Mrs. Deanna Feyen, Executive Secretary to the President; Mr. Seth Bailey; Ms. Zina Carter; Mr. Catching Valentinis-Dee; Ms. Carol Derkowski; Mr. Mike Feyen; Mr. Steven Fojtik; Ms. Deborah Popek; Dr. Liz Rexford; Mr. Ben Sharp; Mr. Danny Terronez; Mr. Larry Wadler; Ms. Cindy Ward; Mr. Gus Wessels; and Mr. Philip Wuthrich

I. Determination of Quorum and Call to Order

- Mr. Gertson welcomed everyone to the meeting.
- Mr. Gertson introduced and welcomed the new Vice President of Planning and Institutional Effectiveness, Amanda Allen.
- Mr. Gertson also recognized Mr. Larry Wadler.

II. Pledge of Allegiance

- Mr. Gertson led the Pledge of Allegiance.

III. Reading of the Minutes

A. The regular Board of Trustee meeting minutes from February 20, 2018

- The regular Board of Trustee meeting minutes from February 20, 2018 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. Update on Physical Plant Projects

-Mr. Feyen gave an update on the Physical Plant Projects which included an overview of the Johnson building meetings and progress, the Science building elevator refurbish, and the bid on the Peace building parking lot (recommendation will be in the April board packet).

B. Discussion on Fine Arts Theater Drive - Mr. Wadler - President, WCJC Foundation

-Mr. Wadler gave a presentation on the Fine Arts Theater drive. Discussion followed regarding the project.

C. Recognition of Retirement of Kirby Pressly

-Mrs. Collins recognized the retirement of Mr. Kirby Pressly.

VII. Student Success

VIII. Reports to the Board

A. Financial Reports for February 2018

-Mr. Wessels presented the February 2018 financial report.

BOARD ACTION: On a motion by Mrs. Hundl and a second, the board unanimously approved the February 2018 financial report as presented.

B. Management Reports

1. Technology Report
2. Financial Aid Report

3. Testing Report

C. Reports from College Governance Councils

1. Support Staff Organization meeting minutes from February 15, 2018

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 fees to award credit for Prior Learning Assessment (PLA) (estimated revenue \$3,840.00)
- B. Approve the Adult Education Literacy (AEL) compensation for instructors and aides (approximately \$35,000.00 - grant funds)
- C. Approve funding from the Texas Workforce Commission for the Skills for Small Business grant program for \$21,000.00

XII. Matters Relating to Administrative Services

- A. Approve the resolution concerning Ad Valorem Tax Exemptions
- B. Approve the bid submitted by EAB Global to provide the College with software designed to assist students and the College with tracking student progress along their pathway, and communicating information necessary for the successful identification and completion of the student's academic goals (\$91,400.00 - current unrestricted operating budget for 2017 - 2018)
- C. Approve fiscal year 2018 budget adjustments
- D. Approve the method of construction and the solicitation of requests for qualifications from Design/Build companies for the construction of a baseball stadium (estimated \$1,500,000.00)

XIII. Matters Relating to Technology and Institutional Research

XIV. Matters Relating to Student Services

XV. Matters Relating to Personnel

- A. Board of Trustees
 1. Approve contract actions as listed in the attached agenda brief
- B. Office of President
 1. Marybelle Perez employed as regular, full-time director of grant writing & compliance, CA-15-16, effective March 28, 2018

C. Office of Academic Affairs

D. Office of Administrative Services

E. Office of Student Services

1. Ruby D. Grace employed as regular, full-time college recruiter/academic advisor, AA-1-1, effective March 21, 2018

F. Office of Technology and Institutional Research

XVI. END OF CONSENT AGENDA

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

XVII. Paid Professional Assignments

- A. Paid Professional Assignment for Andrew Berezin, PTK Advisor, spring 2018 - \$1,500.00/per semester

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

- A. Annual Employee Training Presentation - Consideration of this training for Board of Trustees

-Ms. Popek explained the trainings and the process for the trainings.

B. Board Ethics

-Mr. Gertson stated that he would defer the board ethics to a later date when the President and Mr. Glass was present.

XXII. Adjourn

-The board meeting adjourned at 7:55 P.M.