



# Wharton County Junior College

## Extended Cabinet Minutes

Item	Description
Date	December 8, 2016
Time	3:00 P.M.
Location	Library Curriculum Development Center

### 1. Attendees

Role	Name
Chair	Betty A. McCrohan
Minute Taker	Deanna Feyen
Attendees	Collins, Leigh Ann; Feyen, Mike; Hollingsworth, Sarah; Kocian, Bryce; Leenhouts, Dave; Regan, Tommy; Rexford, Liz; Rhodes, Sheryl; Voulgaris, Emily; Ward, Cindy; Wessels, Gus; Wuthrich, Philip; and Youngblood, Pam
Absent	

### 2. Agenda

	Description	Date	Participants
1.	Call to order		
2.	Approval of Minutes-September 15, 2016		
3.	Faculty Items: A. Update on how to request Strategic Plan funds		
4.	Staff Concerns		
5.	Student Concerns		
6.	Other Items: A. Regulation 222: Purchasing and Bidding B. Regulation 321: Security and Public Safety Department C. Regulation 465: Faculty Teaching Loads D. Regulation 561: Solicitations of and by Students E. Regulation 613: Early Admission for High-School Students F. Regulation 875: Remediation of Performance: Contract Employees		
7.	Adjourn		

### 3. Information Items

	Description	Date	Participants
1.	The meeting was called to order at 3:00 P.M. Betty welcomed everyone.		
2.	Approval of Minutes: Liz made a motion to accept the minutes from September 15, 2016 with corrections.		
3.	Faculty Items: A. Update on how to request Strategic Plan funds – Liz asked how to request strategic plan funds. Liz stated that after the		

	PMP hearings and Faculty Council Meetings, some faculty have initiatives that will need additional money. Betty stated that there will be a written procedure sent out in January 2018 to request the money. Liz stated that she would like to see a process.		
4.	Staff Items - NONE		
5.	Student Concerns – Sarah asked if there was ADA representation on campus due to not being able to get accommodations. Sarah will email Betty with the information and send the student to Dave. Sarah asked if the anti-discrimination clause could be updated to include the new terminology. Leigh Ann will handle the issue. Sarah will email Leigh Ann the information.		
4.	Other Items – A. Regulation 222: Purchasing and Bidding Philip explained the revisions. No changes were made to the regulation. The regulation will move to the January 17, 2017 board of trustee meeting.  B. Regulation 321: Security and Public Safety Department Bryce explained the revisions. No changes were made to the regulation. The regulation will move to the January 17, 2017 board of trustee meeting.  C. Regulation 465: Faculty Teaching Loads Leigh Ann explained the revisions and explained that the version sent out was an old version. Leigh Ann will send Deanna the change to page 4 regarding science lab hours. The regulation will move to the January 17, 2017 board of trustee meeting.  D. Regulation 561: Solicitations of and by Students Dave explained the changes. There was a change to the regulation. The regulation will move to the January 17, 2017 board of trustee meeting.  E. Regulation 613: Early Admission for High-School Students Dave explained the changes. Betty will review the regulation.  F. Regulation 875: Remediation of Performance: Contract Employees Betty explained the legal changes. The regulation will move to the January 17, 2017 board of trustee meeting.  Betty wished everyone a happy holiday!		

#### 4. Action Items

	New Action Items	Owner	Date	Participants
1.	Sarah will email Betty the ADA accommodation information and send the student to Dave.	Sarah Hollingsworth		
2.	Sarah will email the anti-discrimination terminology to	Sarah Hollingsworth		

	Leigh Ann. Leigh Ann will make the changes.	& Leigh Ann Collins		
3.				
4.				
5.				

**5. Adjournment**

	The meeting adjourned at 3:40 P.M.

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Chair

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Date