

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, April 18, 2017, 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. Scott Glass; Mrs. Merle Hudgins; Mrs. Ann Hundl; and Mr. Larry Sitka

Trustees Absent: Mr. Monty Merecka, Secretary; Mr. Oliver Kunkel; and Mr. Jack Moses

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; Ms. Evelyn Carriere (Wharton Journal Spectator); Ms. Zina Carter, Mr. Mike Feyen; Ms. Jimidine Murphey; Ms. Penny Orrell; Ms. Deborah Popek; Mr. Ben Sharp; Mr. Danny Terronez; Ms. Cindy Ward; Mr. Gus Wessels; and Mr. Philip Wuthrich

I. Determination of Quorum and Call to Order

-Mr. Gertson welcomed everyone and introduced Ms. Evelyn Carriere from the Wharton Journal Spectator.

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 April 18, 2017

-The regular Board Of Trustee meeting minutes from April 18, 2017 were 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

A. Report on 2017 Board of Trustees Institute - Mr. Scott Glass

-Mr. Glass reported on the 2017 Board of Trustee Institute meeting held in Santa Fe, New Mexico.

-Mr. Glass stated that a board retreat and the committee structure would need to be discussed.

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

A. Recognition of retirement for Mrs. Kathy Rod

B. Recognition of retirement for Mrs. Jimidene Murphey

-Mrs. Collins read the resolution for Mrs. Murphey's retirement and presented her with a plaque.

-Mrs. Collins recognized Mr. Glenn and Mrs. Rod on their retirement. They were not present.

-Ms. McCrohan asked for a moment of silence in memory of Mr. Conrad Kieler.

C. Recognition of retirement for Mr. David (Danny) Glenn

D. Dowley Security Project update

-Mr. Terronez gave an update on the Dowley Security System project.

-Ms. McCrohan announced that the Richmond campus renovation has started.

VII. Student Success

VIII. Reports to the Board

A. Financial Reports

-Mr. Wessels gave a report on the March 2017 financials.

-Ms. Ward gave a report on the 2nd quarter 2017 Investments.

BOARD ACTION: On a motion by Mr. Sitka and a second, the board unanimously approved the March 2017 financial report and the 2nd quarter 2017 Investment 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 March 30, 2017

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 renewal of WCJC Senior Citizen Program Title III Contract

XII. Matters Relating to Administrative Services

- A. Approve engagement letter from Lott, Vernon & Company, P.C. for fiscal year 2017 external audit (\$36,000.00)
- B. Approve offer from Vernon & Patricia Bridwell for the purchase of the Ammann property, 80 acres (\$230,000.00-revenue)

XIII. Matters Relating to Technology and Institutional Research

XIV. Matters Relating to Student Services

XV. Matters Relating to Personnel

- A. Board of Trustees
- B. Office of President

C. Office of Academic Affairs

1. Sean Derrickson received a change from temporary, full time instructor of chemistry, FAC-7-4, to regular, full time instructor of chemistry, FAC-7-4, effective May 13, 2017

2. Natasha Goins completed 12 hours towards PhD as regular, full-time instructor of associate degree nursing, FAC-1A-28, to regular, full-time instructor of associate degree nursing, FAC-2-28, effective January 9, 2017
3. Nicole Lippolis employed as regular, full-time instructor of chemistry, FAC-1-10, effective August 21, 2017
4. Tracey Simmons-Willis received a change from temporary, full-time instructor of chemistry, FAC-7-9, to regular, full-time instructor of chemistry, FAC-7-9, effective May 13, 2017
5. Jacquelyn Cooper-Edwards received a change in assignment from temporary, part-time instructor of English to temporary, full-time instructor of English, FAC-1-10, effective August 21, 2017

D. Office of Administrative Services

1. Rachel Y. Bahnsen received a change in title/assignment as regular, full time assistant director of payroll & benefits, AA-1-14, to temporary, full time acting director of payroll & benefits, CA-10-14, effective February 27, 2017

E. Office of Student Services

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 Mike Conway, course development for NRC Curriculum Grant, Spring 2017 - \$10,000.00
- B. Paid Professional Assignment for John Franciskovich, course development for NRC Curriculum Grant, Spring 2017 - \$10,000.00

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).

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

XX. Discuss Matters Relating to Formal Policy

A. Approval of the following regulations

1. Regulation 878 - Drug-Free Workplace/Drug and Alcohol Abuse Policy

BOARD ACTION: On a motion by Mr. Glass and a second, the board unanimously approved Regulation 878 as presented.

XXI. Other Business

-Mr. Gertson reminded the board of the invitation to the Friends of the College Appreciation Dinner on Thursday, April 27, 2017.

-The Academic Recognition ceremony is on Tuesday, April 25, 2017.

XXII. Adjourn

-The meeting adjourned at 7:16 P.M.