



Item	Description
Date	03/25/2019
Time	3:10 pm
Location	LD-102B, TC-138, SU-266

Attendees

Role	Name
Chair	Theresa West Spillers
MinuteTaker	Kimberly Bowen-Johnson
Attendees	Michelle Smith, Linda Hines, Leticia Castillo, Cassee Strickland, Jana Guest, Michelle Bass, Leilani Flores, Amanda Jurek, Marla Martinez, Angela Manna, Lacey Barbre, Patsy Melton, Shirley Bonewald, Shelley Cook, Meghan Dylla-Stade, Kimberly Bowen-Johnson, Rhonda Clayton

Approval of Previous Committee Meeting Minutes

	Description
Motion by:	Linda Hines
Seconded by:	Rhonda Clayton
Vote:	Minutes were approved for the February meeting.

Information Items

	Description
1.	Board of Trustees Meeting <ul style="list-style-type: none"> • Security improvements/upgrades • El Campo Memorial Hospital – Campus based Health Center Services • Johnson Building ribbon cutting March 20, 2019 at 4:00 P.M.
2.	<ul style="list-style-type: none"> • Extended Cabinet Meeting – Cancelled
3.	Old Business: <ul style="list-style-type: none"> • Employee of the Year Nominations • Baseball field dedication – May 3rd • Gym dedication – TBA from marketing • Employee banquet – April 11th
4.	New Business: <ul style="list-style-type: none"> • RSVP by April 2nd to HR for Employee Banquet • Turn in Ballot for Employee of the Year – March 25th by 5:00 P.M. • HR will be notified for award winner
5.	Announcements: <ul style="list-style-type: none"> • Employee changes • Next meeting attentively for April 25th • Look for email with suggested items for – Senior Citizen Easter Party

6.	<p><u>New Employees:</u></p> <ul style="list-style-type: none"> • Ariel Clark, Custodian, Wharton, ext. 6358, clarka@wcjc.edu, effective 02/18/2019 • Kimberly Lewis, PT Front Desk Receptionist, Bay City, lewisk@wcjc.edu, effective 02/28/2019 • Jennifer Vasquez, Administrative Assistant and Records Specialist to the Dean of Vocational Instruction, Wharton, Rm A-101C, ext. TBD, vasquezj@wcjc.edu, effective 03/13/2019 <p><u>Change in Title/Assignment/Name/Office:</u></p> <ul style="list-style-type: none"> • Lindsey Reeves, PT Seasonal Admissions Clerk, Wharton, reevesl@wcjc.edu, Changing to Transcript Analyst, Wharton, Rm A-101B, ext. 6454, same email, effective 02/25/2019 • Jacob Mehr, Temp. Instructor of Mathematics, Wharton, Rm S-211, ext 6360, mehrij@wcjc.edu, Changing to Instructor of Mathematics, same campus, same room, same ext., same email, effective 06/01/2019 • Tom-Kody Krpec, Temp. Instructor of Developmental English, Sugar Land, Rm SGL-245, ext. 8514, krpect@wcjc.edu, Changing to Instructor of Development English, same campus, same room, same ext., same email, effective 06/01/2019 • Lauren Herrmann, Temp. Instructor of Developmental Math, Wharton, Rm S-207, ext. 6344, herrmannl@wcjc.edu, Changing to Instructor of Developmental Math, same campus, same room, same ext., same email, effective 06/01/2019 • Jonah Mutua, Temp. Instructor of Mathematics, Wharton, Rm S-215, ext. 6361, mutuaj@wcjc.edu, Changing to Instructor of Mathematics, same campus, same room, same ext., same email, effective 06/01/2019 <p><u>Separations:</u></p> <ul style="list-style-type: none"> • Fernando Hernandez, Campus Support Clerk, Richmond, effective 03/01/2019
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Adjournment

Time:	3:50 pm
Motion by:	Michelle Smith
Seconded by:	Rhonda Clayton
Next Meeting:	April 25, 2019