

Minutes of the Regular Board of Trustee Meeting

The Board of Trustees

Wharton County Junior College

A regular board meeting of the Board of Trustee was held on Tuesday, September 19, 2023 at 6:30 PM in the Hutchins Memorial Board Room and Remote. Mrs. Rod presided.

Trustees Present: Mrs. Amy Rod, Chair; Mrs. Ann Hundl, Vice Chair; Mr. Danny Gertson; Dr. Bret Macha; Dr. Priscilla Metcalf; Mr. J. Paul Pope; Mr. Larry Sitka

Trustee Absent: Mrs. Mary Ellen Meyer; Dr. Sue Zanne Williamson Urbis

Others Present: Ms. Betty McCrohan, President; Mr. Bryce Kocian, VP of Administrative Services; Dr. Amanda Allen, VP of Strategy, Enrollment Management and Technology; Mrs. Sheryl Rhodes; Mr. Danny Bacot (zoom); Mrs. Lori Baumgarten (zoom); Mr. Gary Bonewald; Ms. Zina Carter; Mrs. Trish Chandler; Mrs. Carol Derkowski; Ms. Deanna Feyen (zoom); Ms. Tammy Hann; Mrs. Pat Korenek (zoom); Ms. Amy Pendergraft; Mr. Tommy Regan (zoom); Dr. Liz Rexford; Mr. Haydee Ruiz; Mr. Ben Sharp; Dr. Andrea Shropshire; Mrs. Cindy Ward; Mr. Gus Wessels; Mr. Philip Wuthrich

I. Determination of Quorum and Call to Order

-Mrs. Rod called the meeting to order at 6:30 and declared a quorum.

II. Pledge of Allegiance

-Mrs. Rod led the Pledge of Allegiance

III. Reading of the Minutes

III.A. August 9, 2023 Board of Trustee Budget Workshop Minutes

III.B. August 15, 2023 Board of Trustee Public Budget Hearing Minutes

III.C. August 15, 2023 Board of Trustee Regular Meeting Minutes

III.D. August 22, 2023 Board of Trustee Special Meeting Minutes

-BOARD ACTION: On a motion made by Mr. Pope and seconded by Mr. Sitka, the Board approved the August 9, 2023 Board of Trustee Budget Workshop Minutes; the August 15, 2023 Board of Trustee Public Budget Hearing Minutes; the August 15, 2023 Board of Trustee Regular Meeting Minutes; and the August 22, 2023 Board of Trustee Special Meeting Minutes as presented.

IV. Citizens' Comments (revised by legal counsel on 08-05-2022)

V. Special Items

V.A. Approve the attached resolution setting the ad valorem tax rate for Wharton County Junior College District at the rate of \$0.1277/\$100 valuation for the 2023 tax year. This is a \$0.00215 reduction from our current rate of \$0.12985/\$100 valuation (\$9,797,337.00 Unrestricted Revenue)

-BOARD ACTION: The board approved the proposed tax rate of \$0.1277/\$100 valuation for the 2023 tax year with the following votes:

Yeas-Mr. Danny Gertson, Mrs. Ann Hundl, Dr. Bret Macha, Dr. Priscilla Metcalf, Mr. J. Paul Pope, Mrs. Amy Rod

Nays-None

V.B. Reports from Board Committees

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

VI.A. Tammy Hann Retirement Resolution

-Mrs. Derkowski read the resolution and presented the plaque to Mrs. Hann.

VI.B. Physical Plant Report - Bryce Kocian

-Mr. Kocian reported on the status of physical plant projects taking place on all campuses.

VI.C. Projects/Initiatives - Betty McCrohan

-President McCrohan reported on current discussions taking place with Bay City leadership on the construction trades program being implemented.

-President McCrohan informed the group that meetings have taken place to finalize the conceptual design for the Richmond building addition. The proposal to the George Foundation has been submitted and a meeting is scheduled for Tuesday, October 3, 2023 to meet with Congressman Troy Nehls.

VI.D. Legislation - Betty McCrohan

-President McCrohan reported on the effects of the new legislation and will send current information out to Board members.

VII. Student Success

VIII. Reports to the Board

VIII.A. Financial Reports

-Mr. Kocian presented the August 2023 financials.

-BOARD ACTION: On a motion made by Mrs. Hundl and seconded by Dr. Metcalf, the board unanimously approved the May monthly financials as presented.

VIII.B. Management Reports

VIII.B.1. Financial Aid Report

VIII.B.2. Testing Report

VIII.C. Reports from College Governance Councils

VIII.C.1. August 25, 2023 Faculty Association Minutes

IX. CONSENT AGENDA

X. Matters Relating to General Administration

XI. Matters Relating to Academic Affairs

XI.A. Approve Increase in Cosmetology Salon Service Fees, effective Spring 2024 (No cost)

XI.B. Approve New Fee on Cosmetology Course, effective Spring 2024 (No cost; \$3,200.00 fee revenue (40 students x 2 campuses x \$40.00 = \$3,200.00))

XI.C. Approve hourly pay rate increase for Policy Academy PT instructors, effective 10-1-2023 (Additional \$17,580.00 for two Wharton programs and \$11,700.00 Richmond program - FY24 Unrestricted Budget)

XI.D. Approve new nine-month instructor of emergency medical services, effective academic year 2024 (\$46,050.00 - \$57,550.00 included in AY24 budget)

XI.E. Approve the Proposal from MXR Imaging Solutions to provide an AMRAD OTS Elite 320S digital X-Ray system for the Radiology Program (\$112,847.41 plus shipping to WCJC - The M.G. and Lillie Johnson Foundation Grant Funds)

XI.F. Approve receipt of Federal funding from the Carl D. Perkins Career and Technical Education Act of 2006 (\$167,879.00 - no cost to the College. Grant funds will be deposited for expenditure from the Current Restricted Fund)

XI.G. Information Item

XI.G.1. Chief Executive Officer Reporting Requirements under Tex. Educ. Code 51.253(c)

XI.G.2. Department of Education Title V Developing Hispanic Serving Institutions Grant, Career and Transfer Center (\$600,000.00 in Year 4 (October 1, 2023 - September 30, 2024) - no cost to College. Grant funds will be deposited for expenditure from the Current Restricted Fund)

XII. Matters Relating to Administrative Services

XII.A. Information Item

XII.A.1. Seek proposals from companies holding approved State of Texas Cooperative roofing contracts for the replacement of the roof on the Duson-Hanson Fine Arts Building (\$1,200,000.00)

XII.A.2. Seek offers from the public for the sale of surplus or damaged property using an on-line auction (N/A)

XIII. Matters Relating to Strategy, Enrollment Management and Technology

XIII.A. Approve the contract with Financial Aid Services to provide staff augmentation services within the Office of Financial Aid (\$48,300.00 - FY24 Unrestricted Budget)

XIII.B. Approve the contract with Strata Information Group to provide staff augmentation services for Cybersecurity (\$40,320.00 - ARP Funds)

XIV. Matters Relating to Personnel

XIV.A. Board of Trustees

XIV.B. Office of President

XIV.C. Office of Academic Affairs

XIV.C.1. Ranya Ali employed as regular, full-time instructor of math, FAC-5-8, effective August 21, 2023

- XIV.C.2. Theodore Conway received an extension as adult education & literacy career advisor, A-5-10, effective September 1, 2023
- XIV.C.3. Lynn Goodrich employed as regular, full-time learning center facilitator, A-5-10, effective August 21, 2023
- XIV.C.4. Suzette Isokpunwu employed as regular, full-time instructor of associate degree nursing, FAC-1-20, effective August 21, 2023
- XIV.C.5. Kimberly Kirby employed as temporary, full-time developmental math instructor, FAC-1-10, effective August 21, 2023
- XIV.C.6. George Oti employed as temporary, full-time instructor of English, FAC-7-10, effective August 21, 2023
- XIV.C.7. Dolly Staude received an extension as temporary, full-time instructor of cosmetology, FAC-1-5, effective September 1, 2023
- XIV.C.8. Wendy Tamayo received an extension as temporary, full-time coordinator of vocational support services, GNT-1-9, effective September 1, 2023
- XIV.C.9. Brian Trinh employed as regular, full-time instructor of chemistry, FAC-7-1, effective August 21, 2023
- XIV.C.10. Taraneh Zekavat received an extension as director of adult education & literacy, CA-15-14, effective September 1, 2023
- XIV.C.11. Elvia Rodriguez extended as temporary, full-time Title V HSI engagement and communications facilitator, A-05-9, effective September 1, 2023
- XIV.C.12. Tom-Kody Krpec moving from regular, full-time 9 month instructor of developmental English to regular, full-time 10.5 month developmental English department head, effective August 21, 2023
- XIV.C.13. Monica Oliver extended as temporary, full-time Title V HSI experiential learning specialist, A-05-8, effective September 1, 2023
- XIV.C.14. Alexis Brooks extended as temporary, full-time Title V HSI career development and transfer coordinator, GNT-7-11, effective September 1, 2023

XIV.C.15. Alexiah Wilson extended as temporary, full-time Title V HSI academic advisor for financial literacy, A-5-2, effective September 1, 2023

XIV.C.16. Shayna Guerra extended as temporary, full-time TRiO SSS advisor/coordinator, GNT-01-10, effective September 1, 2023

XIV.C.17. Fall 2023 Department Head Compensation Worksheet

XIV.C.18. Fall 2023 Division Chair Compensation Spreadsheet

XIV.C.19. Fall 2023 Overloads

XIV.D. Office of Administrative Services

XIV.E. Office of Strategy, Enrollment Management and Technology

XV. END OF CONSENT AGENDA

-BOARD ACTION: On a motion made by Mr. Gertson and seconded by Mr. Pope, the board unanimously approved the consent agenda as presented.

XVI. Paid Professional Assignments

XVI.A. Information Item:

XVI.A.1. Paid Professional Assignment for Michael Adkins, Title V HSI Project Director, September 1-30, 2023 - \$1,250.00

XVI.A.2. Paid Professional Assignment for Hector Weir, Assistant Department Head, Fall 2023 - \$2,100.00

XVI.A.3. Paid Professional Assignment for Julie Rodriguez, Assistant Department Head, Fall 2023 - \$2,100.00

XVI.A.4. Paid Professional Assignment for Sean Amestoy, Agriculture Coordinator, Fall 2023 & Spring 2024 - \$2,400.00

XVI.A.5. Paid Professional Assignment for Andrew Berezin, Assistant Department Head - General Biology Coordinator, Fall 2023 & Spring 2024 - \$4,200.00

XVI.A.6. Paid Professional Assignment for Jesi Ramirez, Assistant for College Readiness Math Department, Fall 2023 - \$3,500.00

XVI.A.7. Paid Professional Assignment for Amanda Smith, Assistant Department Head - Microbiology and Nutrition Coordinator, Fall 2023 & Spring 2024 - \$4,200.00

XVI.A.8. Paid Professional Assignment for Dr. Wendy Waters for Assistant Department Head - A&P Coordinator, Fall 2023 & Spring 2024 - \$4,200.00

XVI.A.9. Paid Professional Assignment for Kerri Novak, additional duties and responsibilities related to HR, September 2023 to November 2023 - 3,000.00

XVI.A.10. Paid Professional Assignment for Michael Adkins, Title V HSI Project Director, October 1, 2023 - August 31, 2024 - \$18,000.00

XVII. 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).

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

XIX. Discuss Matters Relating to Formal Policy

XX. Adjourn

-The meeting adjourned at 7:11 p.m.