

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, September 19, 2017, beginning at 6:30 PM in the Hutchins Memorial Board Room. Mr. Gertson presided.

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

Trustees Absent: Mrs. Amy Rod; Vice Chair

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. Zina Carter; Ms. Carol Derkowski; Mr. Mike Feyen; Mrs. Dianne Nelson; Mr. Lloyd Nelson; Ms. Penny Orrell; Dr. Liz Rexford; 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 to the meeting.

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 August 15, 2017

B. The Public Hearing minutes from September 5, 2017

-The regular Board of Trustees minutes from August 15, 2017 and the special called board meeting minutes from September 5, 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. Approve the resolution regarding payment of wages to employees during school closing

-Ms. McCrohan explained the purpose for the resolution.

BOARD ACTION: On a motion by Mr. Kunkel and a second, the board unanimously approved the resolution regarding payment of wages to employees during the school closing as presented.

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

- A. Recognition of retirement for Mr. Richard Hyde

-Mr. Leenhouts recognized Mr. Hyde for his 42 years of service to the College. Mr. Leenhouts read the resolution.

-Ms. McCrohan gave a report on the employees that were flooded out of their homes and how the College was affected during the hurricane.

-Ms. McCrohan announced the annual golf tournament benefitting the Presidential Scholars. The board agreed to be a silver sponsor as in the past years.

VII. Student Success

VIII. Reports to the Board

- A. Financial Reports for August 2017

-Mr. Wessels presented the August 2017 financial reports.

BOARD ACTION: On a motion by Mr. Glass and a second, the board unanimously approved the August 2017 financials as presented.

- B. Management Reports

1. Technology Report
2. Financial Aid Report
3. Testing Report

C. Reports from College Governance Councils

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

XII. Matters Relating to Administrative Services

XIII. Matters Relating to Technology and Institutional Research

- A. Approve the 3 year agreement with OU Campus to provide managed hosting solutions for WCJC's Internet, Intranet, and Faculty Web (\$56,500.00 - current unrestricted operating budget for 2017 - 2018)

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. Oner U. Celepcikay employed as regular, full-time instructor of computer science, FAC-7-10, effective August 21, 2017
2. Sean Franco employed as temporary, full-time instructor of welding, FAC-1-0, effective August 21, 2017
3. Pamela "Denise" Hinson employed as temporary, full-time instructor of English, FAC-6-10, effective August 21, 2017
4. Ariel Taylor employed as temporary, full-time instructor of developmental math, FAC-7-6, effective August 21, 2017
5. Stephen Lyford received an additional amount for completion of 36 graduate hours, as regular, full-time instructor of computer science, FAC-3-15, to regular, full-time instructor of computer science, FAC-4-15, effective August 21, 2017
6. Cynthia A. Cruz received an additional amount for completion of additional

18 graduate hours as regular, full-time instructor of associate degree nursing, FAC-1A-28, to regular, full-time instructor of associate degree nursing, FAC-2A-28, effective August 21, 2017

7. Phyllis Appling changed from 9 to 10.5 month contract as regular, full-time instructor of developmental reading, FAC-1-34, effective August 21, 2017
8. Sandra Davis received a change in contract from 9 to 10.5 months as regular, full-time instructor of associate degree nursing, FAC-1-28, effective August 21, 2017

D. Office of Administrative Services

E. Office of Student Services

F. Office of Technology and Institutional Research

XVI. END OF CONSENT AGENDA

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

XVII. Paid Professional Assignments

- A. Paid Professional Assignment for Dr. Liz Rexford, student government association advisor/sponsor Richmond campus - fall 2017 - spring 2018 - \$1,000.00 per semester
- B. Paid Professional Assignment for Jim Schoshinski, student government association advisor/sponsor Sugar Land campus - fall 2017 - spring 2018 - \$1,000.00 per semester
- C. Paid Professional Assignment for Jeff Shine, student government association advisor/Richmond campus - fall 2017 - spring 2018 - \$1,000.00 per semester
- D. Paid Professional Assignment for Dr. Liz Rexford, PTK advisor, fall 2017 - spring 2018 - \$1,500.00 per semester
- E. Paid Professional Assignment for Bob Nottebart, PTK advisor, fall 2017 - spring 2018 - \$1,500.00 per semester
- F. Paid Professional Assignment for Kelley Whitley, division chair duties for math & physical science division, 1.5 months summer 2017 - \$7,878.00
- G. Paid Professional Assignment for Tim Guin, division chair duties for vocational sciences division, academic year 2017 - 2018 - \$5,000.00
- H. Paid Professional Assignment for Merry Sprague, acting director of financial aid, August 13, 2017 - November 30, 2017 - \$3,500.00

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: Regulations have been reviewed through governance structure and recommended changes were made (policy change requires board approval)

1. Regulation 119: Substantive Change Policy

BOARD ACTION: On a motion by Mrs. Hundl and a second, the board unanimously approved Regulation 119: Substantive Change Policy with the deletion of Appendix A.

XXI. Other Business

XXII. Adjourn

-The meeting adjourned 7:05 P.M.