

Minutes of the Regular Board of Trustee 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, January 18, 2022, beginning at 6:30 P.M. in the Hutchins Memorial Board Room and on Zoom. Mrs. Rod presided.

Trustees present: Mrs. Amy Rod, Chair; Mrs. Mary Ellen Meyer, Vice Chair; Mr. Danny Gertson; Mr. Paul Pope; Mr. Larry Sitka; and Mrs. Sue Zanne Williamson Urbis

Trustees absent: Mr. Scott Glass; Mrs. Ann Hundl, Vice Chair; and Mr. Jack Moses

Others present: Ms. Betty McCrohan, President; Mrs. Leigh Ann Collins, Vice President of Instruction; Mr. Bryce Kocian, Vice President of Administrative Services; Dr. Amanda Allen, Vice President of Planning and Institutional Effectiveness; Mrs. Deanna Feyen, Executive Secretary to the President; Mr. Peter Anderson; Ms. Kim Ashburn; Mrs. Lori Baumgarten; Mrs. Carol Derkowski; Mr. Mike Feyen; Mr. Varun Gupta; Ms. Pat Korenek; Mr. David Kucera; Mrs. Amelia Maretka; Mr. Dale Neaderhouser; Ms. Penny Orell; Mr. George Prat; Ms. Lindsey Reeves; Mr. Tommy Regan; Dr. Liz Rexford; Mrs. Sheryl Rhodes; Ms. Haydee Ruiz; Mr. Ben Sharp; Mr. Don Smith; Ms. Emily Voulgaris; Mrs. Cindy Ward; Mr. Stephen Ward (Southern Rock Energy Partners); Ms. Wendy Waters; Mr. Gus Wessels; and Mr. Phillip Wuthrich

I. Determination of Quorum and Call to Order

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

II. Pledge of Allegiance

-Mrs. Rod led the Pledge of Allegiance.

III. Reading of the Minutes

A. Special Called Board Meeting Minutes from November 16, 2021

B. Board of Trustee Regular Meeting Minutes from November 16, 2021

IV. Citizens' Comments (approved by board on 5-20-99)

-Mr. Ward with Southern Rock Energy Partners explained his company and their business.

V. Special Items

-Mrs. Meyer gave a report on the Outreach Committee meeting and members.

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

A. Retirement Resolution for Gary Kalina

-Mr. Kocian read the retirement resolution.

B. Retirement Resolution for Dale Neaderhouser

-Mrs. Collins read the retirement resolution.

C. Retirement Resolution for Amelia Maretka

-Mr. Kucera read the retirement resolution and presented the plaque to Mrs. Maretka.

D. Retirement Resolution for Nora McCarthy

-Mr. Kucera read the retirement resolution.

E. Retirement Resolution for Yvonne (Bonnie) Mascheck

-Mrs. Derkowski read the retirement resolution.

F. Retirement Resolution for Rebecca McElroy

-Mrs. Collins read the retirement resolution.

-Dr. Allen gave a report on enrollment for spring 2022.

-Ms. McCrohan will have a report on the CIO at the next meeting.

-Ms. McCrohan stated that the WCJC Foundation guidelines will be place on the next meeting agenda.

VII. Student Success

VIII. Reports to the Board

A. Financial Reports

1. December 2021 Financial Reports

-Mr. Kocian presented the December 2021 financial reports.

-Mrs. Ward presented the 1st quarter investment report.

BOARD ACTION: On a motion by Mr. Sitka and a second, the board unanimously approved the December 2021 financial reports and the 1st quarter investment report as presented.

B. Management Reports

1. Technology Report

2. Financial Aid Report

3. Testing Report

C. Reports from College Governance Councils

IX. **CONSENT AGENDA**

X. Matters Relating to General Administration

- A. Consideration and approval of the addition, revision or deletion of (LOCAL) policies as recommended by TASB Community College Services and according to the Instruction Sheet for TASB Localized Policy Manual Update 42 for Wharton County Junior College (update 42 - \$3,305.00 plus printing/shipping 776 pages @.14 cents each - \$108.64 for total cost of \$3,413.64)

XI. Matters Relating to Academic Affairs

- A. Approve Academic Calendar 2022 - 2023

XII. Matters Relating to Administrative Services

- A. Approve acceptance to establish the Louis William Cumings, III and Elinore Pascoe Cumings Nursing and Allied Health Professions Scholarship (\$18,000.00 - establish scholarships for spring 2022, fall 2022, and spring 2023 and \$182,000.00 in endowment funds)
- B. Approve Abel Design Group to develop plans and bid specifications for the installation of an elevator at the Library (\$25,250.00 plus reimbursable expenses - plant repair and replacement fund)
- C. Information Item:
 - 1. Seek competitive sealed bids for the addition of a new elevator in the Hodges Library (\$125,000.00 - plant repair and replacement fund)
 - 2. Election Calendar for the May 7, 2022 elections

XIII. Matters Relating to Technology

XIV. Matters Relating to Planning & Institutional Effectiveness

- A. Notification to the board of the Texas Higher Education Coordinating Board Texas Reskilling and Upskilling for Education Institutional Capacity Grant (TRUE) (\$498,998.00)
- B. Approve the reassignment of the proposed "Financial Aid Recruiter" to "College Recruiter"

XV. Matters Relating to Personnel

- A. Board of Trustees
- B. Office of President
 - 1. Xiaodong Li received a change in reporting structure and assignment as full-time webmaster, CA-10-27, effective November 10, 2021
- C. Office of Academic Affairs

1. Christian A. Spencer employed as temporary, full-time instructor of speech, FAC-1-10, effective January 10, 2022
2. Walter J. Barta employed as temporary, full-time instructor of English, FAC-1-1, effective January 10, 2022
3. Pamela R. Dobbs employed as regular, full-time instructor of dental hygiene, FAC-1-10, effective January 10, 2022
4. Michelle McDaniel employed as temporary, full-time instructor of economics, FAC-1-10, effective January 10, 2022
5. Angelique W. Sakry employed as temporary, full-time instructor of English, FAC-1-3, effective January 10, 2022

D. Office of Administrative Services

E. Office of Student Services

F. Office of Technology

G. Office of Planning & Institutional Effectiveness

1. Emily Voulgaris received a change in title/assignment due to reorganization of OAR as regular, full-time assistant director of admissions and registration, AA-1-6, to regular, full-time assistant director of student records, AA-1-6, effective December 1, 2021
2. Armando Palomino McClure received a change in title from regular, full-time college recruiter, AA-1-2, to regular, full-time senior college recruiter, AA-1-2, effective March 1, 2022
3. Angela Manna received a change in title/assignment from regular, full-time admissions and registration specialist, P-15-4, to regular, full-time admissions officer, A-10-6, effective December 1, 2021

XVI. END OF CONSENT AGENDA

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

XVII. Paid Professional Assignments

- A. Information Item:
- B. Paid Professional Assignment for Michael Adkins, Oversight of Title V Grant, November 15, 2021 - March 15, 2022 - \$2,500.00

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

XXI. Other Business

XXII. Adjourn

-The meeting adjourned at 7:15 P.M.