



Item	Description
Date	November 17, 2016
Time	2:15PM

1. Attendees

Role	Name
Chair	Emily Voulgaris
MinuteTaker	Rhonda Clayton
Attendees	Rhonda Clayton, Jill Hudgins, Michelle Smith, Carol Riley, Linda Hines, Veronica Garcia, Leilani Flores, Rosie Nunez, Kelly Crosson, Lori Baumgarten, Geraldine Jochec, Sarah Kresta, Emily Voulgaris, Vicki Hudson, Barbara Lee, Lindsey Shimek, Marsha Brown, Samantha Perez, Kimberly Bowen-Johnson, Kaylen Harden, Mike Billingsley
Absent	

2. Approval of Previous Committee Meeting Minutes

	Description
Motion by:	Vicki Hudson (by e-mail)
Seconded by:	Geraldine Jochec (by e-mail)
Vote:	The minutes were approved for the October 2016 meeting

3. Information Items

	Description
1.	<p>Extended Cabinet Meeting –</p> <ul style="list-style-type: none"> Concerns were discussed about security issues at FBTC. FBTC has been having phone issues E-mail concerns – some outside e-mails can take up to 24 hours to be sent to WCJC addresses Offices at the Sugar Land campus have been cleared out to make way for WCJC staff The 70th Anniversary celebration held at the Wharton Civic Center was a success. Approximately 600 people attended. Veterans Day program was held. Nice attendance and program
2.	QEP Update – Dr. Ellis is the Consultant. The next meeting is Jan. 13 th . Anyone interested In the whole update can find the information on the intranet.
3.	<p>Board Meeting –</p> <ul style="list-style-type: none"> December board meeting will be cancelled. Sugar Land Signage – The President will again submit in writing the concerns about signs at the U of H campus. Problems in the past have been personnel changes, and

	<p>our name was too long. Additional signs are being discussed and considered for the roadways to help acknowledge WCJC.</p> <ul style="list-style-type: none"> • MOU for baseball field – The President met with the WISD Superintendent and was told that they are willing to let us have control of the field but they could not commit to any financial agreements, as they have other priorities. • Athletics – Concerns were brought up about the WCJC athletic programs. The President is looking at the long term sustainability of the programs. She will be looking at costs, scholarships, etc. and will report to the board at the January meeting. She is not advocating eliminating these programs at this time. • Donation – Although it was not on the agenda, it was announced that the Johnson Foundation was given the \$600,000 for scholarships. They are to be primarily used for health profession students.
4.	Service Project – Project ideas are still needed. One idea that was discussed was to honor law Enforcement officers during law enforcement week which is in May.
5.	The Christmas tree in Bay City has been decorated. Ideas were discussed for next year's tree.
6.	Door decorating contest – Announcement will be sent out with all information.
7.	Secret Pal – Suggestion were made about spending limit, possible gifting days. Vicki H. will be sending out information on the Secret Pal. Sign up is due by Dec. 8 th . This years secret pals will be revealed at the Christmas party.
8.	<p>Employment Changes:</p> <p>Change in Title/Assignment:</p> <ul style="list-style-type: none"> • Kay Gardner, Helpdesk/Training Coordinator, Richmond Campus, TC-131B, extension 1538, changing to TC-111, extension 1538 (will stay the same), effective 10/27/2016. • John McLeroy, Carpenter/Plumber/Apprentice, Wharton Campus, Maintenance, extension 6358, email mcleroyj@wcjc.edu , changing to Carpenter/Plumber, everything else will stay the same, effective 01/05/2017. <p>New Employees:</p> <ul style="list-style-type: none"> • Lori Cox, PT Developmental Math Instructor, Wharton and Richmond Campuses, cox1@wcjc.edu, effective 01/11/17 • John Szymanski, PT Police Academy Instructor, Wharton Campus, szymanskij@wcjc.edu, effective 10/25/16 • Hanan Gheblawi, PT AEL Instructor, Seguin Elementary (Fort Bend), gheblawih@wcjc.edu, effective 11/01/16 • Mitch Nguyen, Senior Systems Analyst, Wharton Campus, A-110C, extension 6544, email nguyenm@wcjc.edu , effective 11/16/16. • Shannon Simon, PT Developmental Math Instructor, Sugar Land & Richmond campuses, simons@wcjc.edu, effective 01/17/17 • Sharon Rossum, PT English Instructor, Sugar Land campus, rossums@wcjc.edu, effective 01/16/17 • Abbas Masum, PT Developmental Math Instructor, Sugar Land & Richmond campuses, masuma@wcjc.edu, effective 01/17/17 • Carl Price, PT Developmental Math Instructor, Sugar Land & Richmond campuses, pricec@wcjc.edu, effective 01/13/17 • Melissa McCoy, Part Time English Instructor, Sugar Land campus, mccoym@wcjc.edu, effective

	<p>01/16/17</p> <ul style="list-style-type: none"> • Angelina Nachimuthu, PT English Instructor, Sugar Land campus, nachimuthua@wcjc.edu, effective 01/16/17 • Fred Johnson, PT AEL Instructor, Wharton campus, johnsonf@wcjc.edu, effective 01/05/17 • Debra Ray, Part Time CE Instructor-Medical Assistant, Fort Bend & Sugar Land campuses, rayd@wcjc.edu, effective 11/16/16 • Elizabeth Argote, Full Time Temporary TRIO SSS Clerk-Wharton Campus, STEM Center, extension 6476, email argotee@wcjc.edu , effective 11/21/16. <p>Separations:</p> <ul style="list-style-type: none"> • Nicholas Torres, Part Time Custodian, Wharton Campus, email torresn@wcjc.edu, as of 10/31/16 • Jazmine Walker, PT Seasonal Admissions Clerk, Wharton Campus, email walkerj@wcjc.edu, as of 08/31/2016. • Jessica Boerger, Part Time Fitness Staff, Wharton Campus, email boergerj@wcjc.edu, as of 08/16/2016. • Tornike Berishvili, Part Time Sr. Citizens Driver, Wharton Campus, email berishvilit@wcjc.edu, as of 09/27/2016. • Leela Miller, Part Time Developmental Reading Instructor, FBTC Campus, email millerl@wcjc.edu, as of 10/17/2016.
9.	Door Prize winners: Kelly Crosson, Jill Hudgins

4. Action Items

	Action Items	Responsible Party	Due Date
1.			
2.			
3.			

5. Adjournment

Time:	2:57pm
Motion by:	
Seconded by:	
Next Meeting:	