

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, February 18, 2020, beginning at 6:30 PM in the Hutchins Memorial Board Room. Mr. Gertson presided.

Trustees present: Mr. Danny Gertson, Chair; Mrs. Mary Ellen Meyer; Mr. J. Paul Pope; Mrs. Edee Sinclair; and Mr. Larry Sitka

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

Others present: Mrs. 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; Dr. Amanda Allen, Vice President of Planning and Institutional Effectiveness; Mrs. Deanna Feyen, Executive Secretary to the President; Mr. Peter Anderson; Mr. Shane Benich; Ms. Zina Carter; Mrs. Carol Derkowski; Dr. Liz Rexford; Mr. Danny Terronez; and Mr. Philip Wuthrich

I. Determination of Quorum and Call to Order

-Mr. Gertson called the meeting to order and declared a quorum.

II. Pledge of Allegiance

-Mr. Gertson led the Pledge of Allegiance.

III. Reading of the Minutes

A. The regular board of trustee minutes from January 21, 2020

-The regular board of trustee meeting from January 21, 2020 was 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 moving the regular board of trustee meeting scheduled for March 17, 2020 to March 31, 2020

BOARD ACTION: On a motion by Mr. Pope and a second, the board unanimously approved to move the scheduled March 17, 2020 meeting to March 31, 2020.

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

-Ms. McCrohan gave a report on her trip to Washington and meetings with representatives.

VII. Student Success

- A. Institutional Effectiveness Newsletter - January/February 2020

-Dr. Allen reviewed the institutional effectiveness newsletter for January/February 2020.

VIII. Reports to the Board

- A. Financial Reports for January 2020

-Mr. Wessels presented the January 2020 financial reports.

BOARD ACTION: On a motion by Mrs. Sinclair and a second, the board unanimously approved the January financials as presented.

- B. Management Reports

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

- C. Reports from College Governance Councils

1. Faculty Council Minutes from December 3, 2019
2. Faculty Association Minutes from January 17, 2020

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

- A. Approve the proposal from Patterson Dental for Dental X-ray sensors to integrate directly with our Eagle Soft dental software (\$53,340.00 - Johnson Foundation grant funds)
- B. Approve 3 new positions (FY21 budget \$45,550 - 57,050 x 3 = \$136,650 - 171,150)

XII. Matters Relating to Administrative Services

- A. Approve acceptance of \$5,000.00 to establish a memorial scholarship
- B. Approval of the resolution to seek bids for surplus property
- C. Approval to accept the proposal from Don Davis of El Campo for the purchase of a luxury sedan for the President's use (\$48,410.70 - current unrestricted operating budget for 2019 - 2020)
- D. Approve the transfer of funds from the plant repair and replacement fund to complete a change order on security upgrade project (\$46,563.13 - transfer from the plant repair and replacement fund)

XIII. Matters Relating to Technology

XIV. Matters Relating to Planning & Institutional Effectiveness

XV. Matters Relating to Personnel

- A. Board of Trustees
- B. Office of President
- C. Office of Academic Affairs
 - 1. Approve division chair compensation - spring 2020
 - 2. Approve spring 2020 overloads
 - 3. Approve 2019 winter mini overloads
 - 4. Beverly C. Tomek employed as regular, full-time instructor of history, FAC-7-10, effective August 24, 2020
 - 5. Stacie Ringleb-Krutilek reclassified from temporary, full-time instructor of kinesiology to regular, full-time instructor of kinesiology, FAC-1-10, effective

May 18, 2020

6. Approve department head compensation - spring 2020

D. Office of Administrative Services

E. Office of Student Services

F. Office of Technology

G. Office of Planning & Institutional Effectiveness

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:

1. Paid Professional Assignment for Lauren Herrmann, COW's maintenance & HB5 testing, spring 2020 - \$2,100.00
2. Paid Professional Assignment for Jesi Ramirez, asst. college readiness math department head & COW's maintenance, spring 2020 - \$2,800.00
3. Paid Professional Assignment for Bracha Silverstone, assistant credit level math department head, spring 2020 - \$2,100.00
4. Paid Professional Assignment for Ross Couvillion, revision to the BIOL1407 lab manual, spring 2020 - \$1,000.00
5. Paid Professional Assignment for Andrew Berezin, revision to the BIOL1407 lab manual, spring 2020 - \$1,000.00
6. Paid Professional Assignment for Eric Reyes, assist with department head duties for English dept., spring 2020 - \$2,100.00
7. Paid Professional Assignment for Ava Humme, assistant department head, spring 2020 - \$2,100.00

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).

A. President's Evaluation

-The board adjourned into executive session at 6:43 P.M. for consultation with attorney (551.071).

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

-The board re-adjourned into regular session at 7:01 P.M.

-Mr. Gertson stated that the President's evaluation would be deferred to a later date.

XX. Discuss Matters Relating to Formal Policy

XXI. Other Business

-Comptroller Hegar will be on the campus February 26, 2020 for lunch.

A. Approve Proposed Settlement and Amendment to the Letter Agreement: Student Success Collaborative with EAB Global, Inc.

BOARD ACTION: On a motion by Mr. Pope and a second, the board unanimously approved the proposed settlement and amendment to the letter agreement: student success collaborative with EAB Global, Inc. as discussed in executive session.

XXII. Adjourn

-The meeting adjourned at 7:28 P.M.