

Minutes of the 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 on Tuesday, July 16, 2024, beginning at 6:30 p.m. in the Hutchins Memorial Board Room and Remote, 911 Boling Highway, Wharton, TX 77488

Trustees Present: Mrs. Amy Rod, Chair; Mr. Terry Lynch; Dr. Bret Macha; Dr. Priscilla Metcalf; Mr. Paul Pope; Mr. Jay Roussel (zoom); Mr. Larry Sitka; Dr. Sue Zanne Williamson Urbis

Trustees Absent: Mrs. Ann Hundl

Others Present: Ms. Betty McCrohan, President; Dr. Amanda Allen, Executive Vice President; Mrs. Leigh Ann Collins, Vice President of Instruction; Sheryl Rhodes; Mrs. Suzanne Armour; Danny, Bacot; Doug Baumgarten; Gary Bonewald; Shirley Bonewald; Zina Carter; Trish Chandler; Carol Derkowski; Jeremy Eder; Deanna Feyen; Mike Feyen; Jessica Garcia; Kinglsey Ijeoma (zoom); Bryce Kocian; Cheryl Machicek; Jess Martin; Lindsey McPherson; Bruce Meyer; Mary Ellen Meyer; Melissa Mihaleck; Tommy Regan (zoom); Dr. Liz Rexford; Ben Sharp; Gloria Vela; Cindy Ward; Gus Wessels; Stephanie Witzkowski; Philip 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

III.A. June 18, 2024 Special Called Board Meeting Budget Workshop Minutes

III.B. June 18, 2024 Minutes of the Regular Board Meeting

III.C. June 27, 2024 Special Called Board Meeting Minutes

-BOARD ACTION: On a motion made by Dr. Metcalf and seconded by Mr. Lynch, the Board approved the June 18, 2024 Special Called Meeting Budget Workshop Minutes; the June 18, 2024 Board of Trustee Regular Meeting Minutes and the June 27, 2024 Special Called Board Meeting Minutes as presented.

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

V. Special Items

-President McCrohan recognized Mary Ellen Meyer for her years of service on the Board of Trustees.

V.A. Election of Board Officers

BOARD ACTION: Dr. Williamson Urbis nominated Mr. Pope for the office of Chair and it was seconded by Dr. Metcalf. There were no other nominations. After a vote of 8-0, the motion passed.

BOARD ACTION: Mr. Sitka nominated Dr. Metcalf for the office of Vice Chair and it was seconded by Dr. Williamson Urbis. There were no other nominations. After a vote of 8-0, the motion passed.

BOARD ACTION: Mr. Roussel nominated Dr. Macha for the office of Secretary and it was seconded by Dr. Metcalf. There were no other nominations. After a vote of 8-0, the motion passed.

V.B. Reports from Board Committees

V.B.1. Finance Committee - Betty McCrohan

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

VI.A. Retirement Resolution for Philip Wuthrich

-Gus Wessels read the retirement resolution and presented Mr. Wuthrich with a plaque.

The Board of Trustees went into executive session at 6:57 p.m.

-XVII.A. Review of Level 4 Complaint

The Board of Trustees reconvened at 7:43 p.m.

-XVIII.A. Consider Level 4 complaint

-BOARD ACTION: On a motion made by Dr. Macha and seconded by Dr. Sue Zanne Williamson Urbis, the board agreed to uphold the level 3 decision.

VI.B. Physical Plant/Hurricane Beryl Update - Mike Feyen

-Mr. Feyen reported on the physical plant projects taking place on all campuses.

VI.C. Information Technology Reliability Plan - Dr. Amanda Allen

-Dr. Allen reported on the biannual Information Technology Reliability Plan.

VI.D. College Affordability and Transparency List

-Dr. Allen presented the College Affordability and Transparency List.

VII. Student Success

VIII. Reports to the Board

VIII.A. Financial Reports

-Mrs. Ward presented the June 2024 financials.

-BOARD ACTION: On a motion made by Dr. Metcalf and seconded by Dr. Macha, the board unanimously approved the June 2024 monthly financials as presented.

-Mrs. Ward presented the 2024 3rd Quarter Investment Report

-BOARD ACTION: On a motion made by Mr. Sitka and seconded by Dr. Metcalf, the board unanimously approved the 2024 3rd Quarter Investment Report as presented.

VIII.B. Management Reports

VIII.B.1. Financial Aid Report

VIII.B.2. Testing Report

VIII.C. Reports from College Governance Councils

IX. CONSENT AGENDA

X. Matters Relating to General Administration

X.A. Recommend approval of a RESOLUTION in response to the Senate Bill 17 Compliance Reporting for FY2024 requirement issued by the Texas Higher Education Coordinating Board (Associated attorney fees)

X.B. Approve the proposal submitted by the Texas Association of School Boards (TASB) for the College's Annual Worker's Compensation Insurance (\$67,810.00 - Current Unrestricted Operating Budget 2024 - 2025)

XI. Matters Relating to Academic Affairs

XI.A. Approve the quote from Letourneau Keller of Houston for the purchase of the furniture needed for the Construction Trades Program in Bay City (\$131,977.62-State of Texas Special Appropriation)

XI.B. Approve Senior Citizen PT Employee Pay Increase, effective October 1, 2024 (estimated annual cost increase \$9,811.09 - AY25 Grant budget)

XII. Matters Relating to Administrative Services

XIII. Matters Relating to the Office of the Executive Vice President

XIV. Matters Relating to Personnel

XIV.A.Board of Trustees

XIV.B.Office of President

XIV.C.Office of Academic Affairs

XIV.D.Office of Administrative Services

XIV.E. Office of Executive Vice President

XV. END OF CONSENT AGENDA

-BOARD ACTION: On a motion made by Mrs. Rod and seconded by Dr. Sue Zanne Williamson Urbis, the board approved the consent agenda as presented.

XVI. Paid Professional Assignments

XVI.A.Information Item:

XVI.A.1. Paid Professional Assignment for Pisal Var, System Admin Coverage, July-August 2024 - \$2,000.00

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).

XVII.A. Review of Level 4 Complaint

XVII.B. Discuss Wharton County Junior College Safety and Security Audit Report

XVII.C. Discuss proposed sale of Hutchinson WCJC Agricultural Farm, Approx. 201.787 acres, Abstract 63, located in Wharton County, Texas

XVII.D. Discussion of WCJC Succession Planning

-The Board of Trustees went into executive session at 8:39 p.m.

-The Board of Trustees reconvened at 9:57 p.m.

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

XVIII.A. Consider Level 4 complaint

XVIII.B. Accept Wharton County Junior College Safety and Audit Report - The Texas Education Code (TEC) 37.108(b) requires each junior college district to conduct a safety and security audit at least once every three years and the 2021-2024 audit cycle ends on August 31, 2024. By August 31, 2024, each junior college district shall complete safety and security audits of all district facilities. In addition, the TEC 37.108(c) requires junior college districts to report the results of their safety and security audit to the TxSSC in the manner required by the TxSSC. TEC 37.108(c) also requires that the report be presented to the board of trustees and signed by the board president of the junior college district.

XVIII.C. Approve proposed sale of Hutchins WCJC Agricultural Farm, Approx. 201.787 Acres, Abstract 63, located in Wharton County, Texas

-BOARD ACTION: On a motion made by Dr. Metcalf and seconded by Dr. Williamson Urbis, the board approved the Safety and Security Audit as presented and approved moving forward to implement the recommendations.

-BOARD ACTION: On a motion made by Mr. Lynch and seconded by Mr. Sitka to reject the bid that WCJC received for the purchase of the Hutchins WCJC Agricultural Farm. The following vote was taken:

Yea: Mr. Lynch, Dr. Macha, Dr. Metcalf, Mr. Roussel, Mr. Sitka

Nay: Mr. Pope, Mrs. Rod, Dr. Sue Zanne Williamson Urbis

XIX. Discuss Matters Relating to Formal Policy

XX. Adjourn

-The meeting adjourned at 10:01 p.m.