

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, January 21, 2020, beginning at 6:30 PM in the Hutchins Memorial Board Room. Mrs. Rod presided.

Trustees present: Mrs. Amy Rod, Vice Chair; Mrs. Ann Hundl, Secretary; Mr. Scott Glass; Mrs. Mary Ellen Meyer; Mr. Jack Moses; Mr. J. Paul Pope; Mrs. Edee Sinclair; and Mr. Larry Sitka

Trustees absent: Mr. Danny Gertson, Chair

Others present: Mrs. Betty McCrohan, President; Mr. Bryce Kocian, Vice President of Administrative Services; Mrs. Leigh Ann Collins, Vice President of Academic 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; Mrs. Julie Aaronson; Ms. Susan Denman-Briones; Ms. Zina Carter; Mrs. Carol Derkowski; Ms. Sara Fira; Mr. Mike Feyen; Ms. Shayna Finn; Mrs. Geraldine Johec; Ms. Beverley Marks; Ms. Penny Orrell; Dr. Liz Rexford; Mr. Ben Sharp; Mr. Johnny Svatek; Mr. Danny Terronez; Mrs. Gloria Vela; Mrs. Cindy Ward; Mr. Gus Wessels; and Mr. Philip Wuthrich

I. Determination of Quorum and Call to Order

-Mrs. Rod called the meeting to order and declared a quorum.

II. Pledge of Allegiance

-Mrs. Rod led the Pledge of Allegiance.

III. Reading of the Minutes

A. The regular board of trustee minutes from November 19, 2019

B. The special called board of trustee meeting minutes from November 19, 2019

-The regular board of trustee minutes from November 19, 2019 and the special called board of trustee minutes from November 19, 2019 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. Instrument for President's Evaluation (under separate cover)

-Mrs. Rod explained the instructions on the evaluation form and asked all members to sign the completed form and send to the President's office.

B. Report 2019 Texas Higher Education Coordinating Board 2019 Leadership Conference

-Ms. McCrohan presented the presentations from the 60x30 TX meeting and provided all board members with a flashdrive that included the information.

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

A. Retirement Resolution for Mrs. Geraldine Johec

-Mr. Kocian read the retirement resolution for Mrs. Johec and presented her with a plaque for her years of service to the College.

B. Retirement Resolution for Ms. Beverley Marks

-Mrs. Denman-Briones read the retirement resolution for Ms. Beverley Marks and presented her with a plaque for her years of service to the College.

C. Retirement Resolution for Mrs. Nancy Witt

-Mrs. Derkowski read the retirement resolution for Mrs. Nancy Witt. Mrs. Derkowski will send the plaque to Mrs. Witt.

VII. Student Success

VIII. Reports to the Board

A. Financial Reports for **November and** December 2019

-Mr. Wessels presented the **November and** December 2019 financial reports.

-Mrs. Ward presented the 1st quarter 2020 investment report.

BOARD ACTION: On a motion by Mrs. Hundl and a second, the board unanimously approved the **November and** December 2019 financials and 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

1. Faculty Council Minutes from November 5, 2019
2. Support Staff Organization Minutes from October 17, 2019

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 Proposed Academic Calendar 2020 - 2021
- B. Approve Senior Citizen Title III Contract

XII. Matters Relating to Administrative Services

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. Rocio H. Doherty changed from temporary, part-time chemistry instructor, to temporary, full-time chemistry instructor, FAC-7-10, effective January 6, 2020
 2. Taraneh Zekavat extended as temporary, full-time director of adult education

& literacy, CA-1-12, effective July 1, 2019

3. Taraneh Zekavat extended from temporary, full-time director of adult education & literacy, CA-1-12, to temporary, full-time director of adult education & literacy, CA-8-13, effective September 1, 2019

- 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. Moses and a second, the board unanimously approved the consent agenda as presented.

XVII. Paid Professional Assignments

A. Information Item:

1. Paid Professional Assignment for Cindy Diener, House bill 5 Support, Facilitator, Proctor, Grader, 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).

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

XX. Discuss Matters Relating to Formal Policy

XXI. Other Business

A. Information on the method of election for board members

-Ms. McCrohan explained her findings regarding methods of election for board members and the estimated cost of further research. The Board tabled the item until after the May Board of Trustee elections.

-Mr. Sitka asked for enrollment numbers for the last two years per location. Ms. McCrohan explained that the headcount was duplicated if they attended more than one location. Ms. McCrohan will provide Mr. Sitka with some information.

-Mr. Sitka asked that all donors of the tractor be invited to the dedication of the Corbett Field.

XXII. Adjourn

-The meeting adjourned at 7:32 P.M.