

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, June 15, 2021, beginning at 6:30 PM in the Hutchins Memorial Board Room. Mrs. Rod presided.

Trustees present: Mrs. Amy Rod, Chair; Mrs. Ann Hundl, Vice Chair; Mrs. Mary Ellen Meyer, Secretary; Mr. Danny Gertson; Mr. Scott Glass; Mr. J. Paul Pope; and Mrs. Sue Zanne Williamson-Urbis

Trustees Absent: Mr. Jack Moses; and Mr. Larry Sitka

Others Present: Ms. Betty McCrohan, President; Mr. Bryce Kocian, Vice President of Administrative Services; 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. Suzanne Armour (WCJC Foundation); Mr. Seth Bailey; Mrs. Zina Carter; Mrs. Carol Derkowski; Dr. Liz Rexford; Mr. Ben Sharp; Mr. Gordon Sorrel (WCJC Foundation); Mrs. Cindy Ward; Mr. Gus Wessels; and Mr. Philip Wuthrich

I. Determination of Quorum and Call to Order

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

II. Pledge of Allegiance

-Mrs. Rod led the Pledge of Allegiance.

III. Reading of the Minutes

A. May 18, 2021 Board of Trustee Meeting Minutes

-The regular board meeting minutes from May 18, 2021 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

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

A. WCJC Foundation Presentation

-Mr. Sorrel announced the sole purpose of the WCJC Foundation of supporting Wharton County Junior College. Mr. Sorrel asked for support from the WCJC Board of Trustees. Mr. Sorrel discussed future goals of the WCJC Foundation.

VII. Student Success

VIII. Reports to the Board

A. Financial Reports for May 2021

-Mr. Wessels presented the May 2021 financials.

BOARD ACTION: On a motion by Mrs. Hundl and a second, the board unanimously approved the May 2021 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 Meeting Minutes from May 4, 2021

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

- A. Approve the Reporting Specialist Position in Human Resources (-30,00.00 department savings)

XI. Matters Relating to Academic Affairs

- A. Approve the change in method to collect student lease fee (no cost; approximate revenue of \$14,700.00 based on \$525 x 28 students)
- B. Approve the proposal submitted by Assessment Technologies Institute Nursing Education to provide comprehensive nursing knowledge assessments for our nursing students (\$0.00 – nursing students pay for this service in their fees charged at registration)

XII. Matters Relating to Administrative Services

- A. Approve the new position of financial aid recruitment and outreach coordinator (\$34,525.00 to \$41,195.00; funded through current operating budget)

XIII. Matters Relating to Technology

XIV. Matters Relating to Planning & Institutional Effectiveness

- A. Approval of the WCJC Strategic Plan AY 2021-2025
- B. Notify the Board of Trustees of the American Rescue Plan Funds (\$11,142,851.00 – award amount; no cost to college)

XV. Matters Relating to Personnel

- A. Board of Trustees
- B. Office of President
- C. Office of Academic Affairs

- 1. Madeline Walton Buchanan employed as temporary, full-time V HSI engagement and communications advisor, A-05-06, effective June 1, 2021
- 2. Kelly Novikoff employed as temporary, full-time Title V HSI experiential learning specialist, A-05-10, effective June 1, 2021
- 3. Donald S. Smith employed as regular, full-time Dean of Vocational Instruction, D-15-25, effective July 6, 2021
- 4. Shazia Usman received a change in title/assignment as temporary, full-time instructor of Associate Degree Nursing, FAC-1-20, to regular, full-time instructor of Associate Degree Nursing, FAC-1-20, effective August 23, 2021
- 5. Approve 2021 May Mini Overloads
- 6. James A. Reed employed as regular, full-time director of student life, CA-10-5, effective July 1, 2021

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

XVII. Paid Professional Assignments

A. Information Item:

1. Paid Professional Assignment for Emily Voulgaris, additional duties related to the management OAR, July 2021 – October 2021 - \$4,000.00
2. Paid Professional Assignment for Robby Mathews, extra responsibilities pertaining to network services, June 1-30, 2021 - \$1,000.00
3. Paid Professional Assignment for Kerri Novak, additional duties and responsibilities related to HR, June 2021 – September 2021 - \$4,000.00

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 7:10 P.M.