



**Wharton County
Junior College**

**Proposed Agenda Item
Board of Trustees Meeting**

Complete this form and submit it to the Office of the President by 5:00 pm on the eleventh day before the following Tuesday meeting of the Board of Trustees. If this form does not provide enough space, you may use an expanded version *as long as you follow the format specified below.*

Date of Board Meeting: 11/17/2020 Date of This Proposal: 11/12/2020

SUBJECT (item as it will appear on agenda): Accounts Receivable Balances Less Than \$500

RECOMMENDATION: Recommend Write-Off of Student Accounts Receivable Balances Less than \$500

BACKGROUND/RATIONALE: Administration is recommending that WCJC write-off any student accounts less than \$500 if the student would register for classes in the Spring 2021 semester. For the FY20 year, 271 students owed a total of \$53,911.55, for the FY19 year, 239 students owed a total of \$48,288.08, and for the FY18 year, 139 students owed \$33,577.94. This would be evaluated on a case-by-case basis and the hold and amount written off only if the student actually registers.

Estimated Cost and Budgetary Support (how will this be paid for?): \$N/A

RESOURCE PERSON(S) [name(s) and title(s)]:

Betty A. McCrohan, President
Bryce D. Kocian, Vice President of Administrative Services

SIGNATURES:

Cynthia Ward
Originator

11.12.20
Date

[Signature]
Cabinet-Level Supervisor

11-12-20
Date

PRESIDENT'S APPROVAL:

[Signature]

11-12-20