

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, October 20, 2020, beginning at 2:30 P.M. as a remote meeting. Mr. Gertson presided.

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

Trustees absent: Mr. Jack Moses

Others present: Ms. 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; Ms. Kim Ashburn; Mr. Andrew Berezin; Ms. Marsha Brown; Ms. Zina Carter; Ms. Trish Chandler; Ms. Carol Derkowski; Mr. Mike Feyen; Mr. Varun Gupta; Mr. TK Krpec; Ms. Barbara Lee; Ms. Debbie Lutringer; Ms. Barbara Lynn; Ms. Lindsey McPherson; Ms. Kimberly Mrnustik; Dr. Liz Rexford; Mrs. Sheryl Rhodes; Ms. Rosie Rios; Ms. Haydee Ruiz; Ms. Lindsey Shimek; Ms. Cassee Strickland; Ms. Wendy Tamayo; Mr. Danny Terronez; Ms. Emily Voulgaris; Mr. Hector Weir; Mr. Gus Wessels; and Mr. Phillip Wuthrich

I. Determination of Quorum and Call to Order

- Mr. Gertson called the meeting to order and declared a quorum.
- Ms. McCrohan announced the passing of Mr. Bob Ziegenhals, retired faculty member, and asked for a moment of silence in his honor.

II. Pledge of Allegiance

- Mr. Gertson led the Pledge of Allegiance.

III. Reading of the Minutes

- The minutes were approved and presented.

IV. Citizens' Comments (approved by board on 5-20-99)

V. Special Items

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

- Ms. McCrohan gave an update on operations during the pandemic.

VII. Student Success

VIII. Reports to the Board

VIII.A. Financial Reports for September 2020

- Mr. Kocian presented the September 2020 financials.
- Mr. Kocian presented the 4th quarter investment report.

BOARD ACTION: On a motion by Mrs. Rod and a second, the board unanimously approved the September 2020 financials and the 4th quarter 2020 investment report as presented.

VIII.B. Management Reports

VIII.B.1. Technology Report

VIII.B.1.a. September 2020 Technology Report

VIII.B.2. Financial Aid Report

VIII.B.2.a. September 2020 Financial Aid Report

VIII.B.3. Testing Report

VIII.B.3.a. September 2020 Testing Report

VIII.C. Reports from College Governance Councils

VIII.C.1. August 28, 2020 Faculty Association Minutes

VIII.C.2. September 8, 2020 Faculty Council Minutes

VIII.C.3. November 21, 2019 Support Staff Organization Minutes

VIII.C.4. February 20, 2020 Support Staff Organization Minutes

VIII.C.5. October 1, 2020 Support Staff Organization Minutes

IX. CONSENT AGENDA

X. Matters Relating to General Administration

X.A. Approve the quote submitted by Halogen to provide the College's automated platform for all employee self-evaluations and supervisory performance evaluations required by College Regulation for a period of 3 years (\$40,000.00 per year - unrestricted operating fund)

X.B. Approve the creation of Salary Schedule A

XI. Matters Relating to Academic Affairs

XI.A. Approve 2021 Kids' College Facilities Rental Agreement

XII. Matters Relating to Administrative Services

XII.A. Approve fiscal year 2020 budget adjustments

XII.B. Approve the list of qualified investment brokers

XII.C. Approve the allocation of funds from the prior year fund balance for 2020 outstanding encumbrances (\$291,102.00 - unrestricted operating fund for 2020 - 2021)

XIII. Matters Relating to Technology

XIV. Matters Relating to Planning & Institutional Effectiveness

XV. Matters Relating to Personnel

XV.A. Board of Trustees

XV.B. Office of President

XV.B.1. Jessica Falcon extended as temporary, full-time TRiO student support services director, CA-4-11, effective September 1, 2020

XV.B.2. Shayna Guerra extended as temporary, full-time TRiO SSS success advisor/coordinator, GNT-01-09, effective September 1, 2020

XV.C. Office of Academic Affairs

XV.C.1. Approve fall 2020 overloads

XV.C.2. Approve fall 2020 division chair compensation

XV.C.3. Ayesha Kadri employed as regular, full-time counselor, F-1-2, effective October 5, 2020

XV.C.4. Esther Kumar completed additional 12 graduate hours from regular, full-time instructor of associate degree nursing, FAC-1A-20, to regular, full-time, instructor of associate degree nursing, FAC-2A-20, effective August 24, 2020

XV.C.5. Jessi Snider completed Ph.D degree from regular, full-time instructor of English, FAC-4-6 to regular, full-time instructor of English, FAC-7-6, effective August 24, 2020

XV.C.6. Carolyn Stice received a change in title/assignment as part-time instructor of English to temporary, full-time instructor of English, FAC-7-4, effective August 24, 2020

XV.C.7. Amanda Wetz received a temporary change in title/assignment from part-time EMS lab assistant to temporary, full-time instructor of EMS, FAC-1-8, effective October 1, 2020

XV.D. Office of Administrative Services

XV.E. Office of Student Services

XV.F. Office of Technology

XV.G. Office of Planning & Institutional Effectiveness

XVI. END OF CONSENT AGENDA

BOARD ACTION: On a motion by Mrs. Hundl and a second, the board unanimously approved the consent agenda as presented.

XVII. Paid Professional Assignments

XVII.A. Information Item:

XVII.A.1. Paid Professional Assignment for Tim Guin, vocational science division chair, academic year 2020-2021 - \$5,000.00

XVII.A.2. Paid Professional Assignment for Andrew Berezin, PTK advisor, fall 2020-spring 2021 - \$3,000.00

XVII.A.3. Paid Professional Assignment for Dr. Liz Rexford, PTK advisor, fall 2020-spring 2021 - \$3,000.00

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 3:00 P.M.