



**Wharton County  
Junior College**

**Proposed Agenda Item  
Board of Trustees Meeting**

Complete this form and submit it to the Office of the President by noon on Friday, 11 days prior to the Tuesday evening 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: 06/19/18

Date of this Proposal: 06/06/18

**SUBJECT:** Accounts Receivable Balances Less Than \$500

**RECOMMENDATION:** Recommend Write-Off of <sup>student</sup> ~~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 Fall 2018 semester. For the FY17 year, 152 students owed a total of \$43,470, for the FY16 year, 132 students owed a total of \$36,121, and for the FY15 year, 167 students owed a total of \$47,329. 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:**

B. D. Kocian  
Originator

6/11/18  
Date

B. D. Kocian  
Cabinet-Level Supervisor

6/11/18  
Date

**PRESIDENT'S APPROVAL:**

Betty A. McCrohan

6-8-18