

Minutes of the 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 on Tuesday, March 28, 2023, beginning at 6:30 p.m. in the Hutchins Memorial Board Room and Remote, 911 Boling Highway, Wharton, TX 77488

Trustees Present: Mrs. Amy Rod, Chair; Mrs. Ann Hundl, Vice Chair; Mrs. Mary Ellen Meyer, Secretary; Mr. Danny Gertson; Dr. Bret Macha; Dr. Priscilla Metcalf; Mr. Paul Pope; Mr. Larry Sitka; Dr. Sue Zanne Williamson Urbis

Others Present: Ms. Betty McCrohan, President; Dr. Amanda Allen, Vice President of Strategy, Enrollment Management and Technology; Mrs. Leigh Ann Collins, Vice President of Instruction; Mr. Bryce Kocian, Vice President of Administrative Services; Mrs. Sheryl Rhodes; Mrs. Rachel Bahnsen; Mr. Doug Baumgarten; Mr. Gary Bonewald; Ms. Zina Carter; Mr. Mike Chandler; Mrs. Trish Chandler; Mrs. Carol Derkowski; Mr. Jeremy Eader; Mrs. Deanna Feyen; Mr. Mike Feyen; Mr. Jonathan Jeter; Ms. Lindsey Reeves; Mr. Tommy Regan; Dr. Liz Rexford; Mrs. Haydee Ruiz; Dr. Kay Shoppa; Dr. Richard Urbis; Ms. Emily Voulgaris; Mrs. Cindy Ward; Mr. Gus Wessels; Mr. Philp Wuthrich

I. Determination of Quorum and Call to Order

-Mrs. Rod called the meeting to order at 6:35 p.m. and declared a quorum.

II. Pledge of Allegiance

-Mrs. Rod led the Pledge of Allegiance.

III. Reading of the Minutes

III.A. February 21, 2023 Board of Trustee Meeting Minutes

-BOARD ACTION: On a motion made by Mr. Pope and seconded by Mrs. Meyer, the Board approved the Board of Trustee Regular Meeting Minutes from February 21, 2023 with one typing correction.

III.B. February 24, 2023 Board of Trustee Special Called Meeting Minutes

-BOARD ACTION: On a motion made by Dr. Macha and seconded by Mr. Sitka, the Board approved the Board of Trustee Special Called Meeting Minutes from February 24, 2023 as presented.

IV. Citizens' Comments (revised by legal counsel on 08-05-2022)

V. Special Items

V.A. Reports from Board Committees

-Mr. Pope reported on the meeting held on March 10, 2023 between the Strategic Visioning Committee chair and the Physical Plant/Security Chair.

-President McCrohan reported on the process for reviewing the Board of Trustee Bylaws and provided a timeline.

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

-President McCrohan requested a moment of silence in memory of Leilani Flores.

VI.A. Presentation of Richmond Campus EMS Program Open House

-Gary Bonewald provided a presentation on the Richmond Campus EMS open house that took place on March 22, 2023.

VI.B. Update on WCJC Foundation Upcoming Events - Jonathan Jeter

-Jonathan Jeter informed the board of the upcoming WCJC Foundation Fundraiser, Petals and Ponies Fundraiser taking place on May 13, 2023.

VI.C. Update on Community College State Funding and Other Legislation

-President McCrohan provided an update on the Community College State Funding and other Legislation.

VI.D. Update on Physical Plant Projects

-Mike Feyen reviewed the status of the current physical plant projects that he is assisting on.

VI.E. 2023 - 2024 Budget Development

-Mr. Kocian reviewed the 2023 – 2024 budget development process that will be used.

VI.F. Background Information on Annexation of Needville ISD

-President McCrohan provided history and background information on the annexation of Needville ISD

VI.G. Update on Campus Projects

-President McCrohan reported on major campus projects and provided details and a timeline.

VI.H. Presentation on WCJC Employee Required Training - Rachel Bahnsen

-Mrs. Bahnsen presented information on the required training for all WCJC employees.

VII. Student Success

-President McCrohan reported on the UIL event that took place on March 24, 2023.

VIII. Reports to the Board

VIII.A. Financial Reports

VIII.A.1. February 2023 Monthly Financials

-Mr. Kocian presented the February 2023 financials.

-BOARD ACTION: On a motion made by Mrs. Hundl and seconded by Mr. Pope, the board unanimously approved the February 2023 monthly financials as presented.

VIII.B. Management Reports

VIII.B.1. Financial Aid Report

VIII.B.2. Testing Report

VIII.C. Reports from College Governance Councils

IX. CONSENT AGENDA

X. Matters Relating to General Administration

XI. Matters Relating to Academic Affairs

XI.A. Approve Moving Funds to Purchase Biology Materials for Needville ISD Dual Credit courses (\$25,000.00 from the Plant Capital Equipment Fund)

XII. Matters Relating to Administrative Services

XIII. Matters Relating to Strategy, Enrollment Management and Technology

XIII.A. Approve the use of Plant Fund resources to implement the FortiGate Firewall system (\$103,000.00 to be transferred from the MIS plant fund; no additional cost required through FY 2028)

XIV. Matters Relating to Personnel

XIV.A. Board of Trustees

XIV.A.1. Approve contract actions as listed in the attached agenda brief

XIV.B. Office of President

XIV.C. Office of Academic Affairs

XIV.C.1. Nabeel Habib employed as regular, full time continuing education corporate coordinator, AA-1-7 effective March 20, 2023

XIV.D. Office of Administrative Services

XIV.E. Office of Strategy, Enrollment Management and Technology

XV. END OF CONSENT AGENDA

-BOARD ACTION: On a motion made by Dr. Macha and seconded by Dr. Williamson Urbis, the board unanimously approved the consent agenda as presented.

XVI. Paid Professional Assignments

XVI.A. Information Item:

XVI.A.1. Paid Professional Assignment for Lindsey Buckingham, Online MATH 1324 Master Course Dev., Spring 2023 - \$2,100.00

XVI.A.2. Paid Professional Assignment for Muna Saqer, Online COSC 1301 Master Course Dev., Spring 2023 - \$2,100.00

XVII. 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).

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

XIX. Discuss Matters Relating to Formal Policy

XX. Adjourn

-The meeting adjourned at 8:21 p.m.