

## **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, February 21, 2023, beginning at 6:35 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 (zoom); 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; Ms. Zina Carter; Mrs. Trish Chandler; Mrs. Carol Derkowski; Mr. Jeremy Eader; Mr. Mike Feyen; Mr. Varun Gupta; Mr. T.K. Krpec; Ms. Deborah McGraw; Mr. Tommy Reagan; Dr. Liz Rexford; Mr. Hayden Ross; Mr. Don Smith; Mr. Joe Southern; Mr. Danny Terronez; Mr. Scott Towsley; Mrs. Cindy Ward; Mr. Gus Wessels; and Mr. Philip 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. January 17, 2023 Board of Trustee Meeting Minutes

III.B. January 30, 2023 Special Called Board of Trustee Meeting Minutes

**-BOARD ACTION:** On a motion made by Dr. Macha and seconded by Dr. Williamson Urbis, the Board approved the Board of Trustee Regular Meeting Minutes from January 17, 2023 and the Board of Trustee Special Called Meeting Minutes from January 30, 2023 as presented.

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

#### **V. Special Items**

V.A. Approval to change the March 21, 2023 Board of Trustee meeting to March 28, 2023

**-BOARD ACTION:** On a motion made by Dr. Metcalf and seconded by Mrs. Meyer, the Board unanimously approved changing the March 21, 2023 Board of Trustee meeting to March 28, 2023.

V.B. Reports from Board Committees

-Mr. Pope reported on the Strategic Visioning Committee meeting that took place on February 3, 2023.

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

-President McCrohan reported on the following:

- State Funding Appropriations
- Directive from Governor Abbott regarding prohibited technology (TikTok)

VI.A. SACSCOC Accreditation Presentation - Dr. Amanda Allen

-Dr. Allen gave a presentation on the SACSCOC accreditation process.

**VII. Student Success**

VII.A. Associate Degree Nursing Graduates - Fall Pinning Ceremony

VII.B. Choir Students Earn All-State Spots

**VIII. Reports to the Board**

VIII.A. Financial Reports

VIII.A.1. January 2023 Monthly Financials

-Mr. Kocian presented the January 2023 financials.

**-BOARD ACTION:** On a motion made by Mr. Sitka and seconded by Mrs. Hundl, the board unanimously approved the January 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

VIII.C.1. January 13, 2023 Faculty Association Meeting Minutes

**IX. CONSENT AGENDA**

**X. Matters Relating to General Administration**

## **XI. Matters Relating to Academic Affairs**

XI.A. Approve Police Academy Student Fee Effective Summer Semester 2023 (no cost to WCJC-student fees cover the cost)

XI.B. Approve Renovation to Create a Career and Transfer Advising Center on the Richmond Campus (\$70,000 of Title V HSI Grant Funds; \$4,500.00 FY23 budget or office furniture)

## **XII. Matters Relating to Administrative Services**

XII.A. Approval of Fiscal Year 2023 Budget Adjustments for the 1st quarter period September 1, 2022 - November 30, 2022 (N/A)

XII.B. Approve the quote by MLN Services of Stafford to replace the damaged CHW coil in the HVAC system at the Richmond Campus (\$12,061.00 - transfer from the plant repair and replacement fund)

XII.C. Approve the agreement with Abel Design Group (ADG) to revise the Conceptual Design for the Richmond Building Addition (not to exceed \$8,000.00 - transfer from the plant repair and replacement fund)

XII.D. Approve attached resolution concerning Ad Valorem Tax Exemptions (\$0.00)

XII.E. Information Item

XII.E.1. Utilize the different cooperative roofing contracts that the College has available, along with a possible invitation to bid, to solicit offers for the replacement of the Pioneer Student Center roof (estimated \$430,000.00 - transfer from the plant repair and replacement fund)

## **XIII. Matters Relating to Strategy, Enrollment Management and Technology**

XIII.A. Approve an additional amount of \$7,400.00 for Database Administrator and Functional Analyst services through Strata Information Group (\$7,400.00 - CRRSAA funds)

XIII.B. Approve the RockIT proposal to upgrade the WCJC Firewall across all campus locations (\$184,871.00 - no cost to the institution; annual savings of \$45,000.00 per year)

XIII.C. Approve the RockIT proposal to upgrade the WCJC network infrastructure at the Wharton Campus (\$148,800.00 - transfer from MIS fund)

#### **XIV. Matters Relating to Personnel**

XIV.A. Board of Trustees

XIV.B. Office of President

XIV.C. Office of Academic Affairs

XIV.C.1. Torey Gilmore employed as regular, full time counselor, F-01-10, effective February 22, 2023

XIV.C.2. Alexandra Price received a reclassification from temporary, full time instructor of geology, F-1-6, to regular, full time instructor of geology, F-1-6, effective August 21, 2023

XIV.C.3. Approve department head compensation for spring 2023

XIV.C.4. Approve division chair compensation for spring 2023

XIV.C.5. Approve spring 2023 overloads

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 Mrs. Hundl and seconded by Dr. Macha, the board unanimously approved the consent agenda as presented.

#### **XVI. Paid Professional Assignments**

XVI.A. Information Item:

XVI.A.1. Paid Professional Assignment for Jesi Ramirez, assistant college readiness math department, Spring 2023 - \$2,800.00

XVI.A.2. Paid Professional Assignment for Lauren Green, COWs Maintenance, Spring 2023 - \$700.00

XVI.A.3. Paid Professional Assignment for Amanda Smith, Assistant Department Head - Microbiology and Nutrition Coordinator, Spring 2023 - \$2,100.00

XVI.A.4. Paid Professional Assignment for Andrew Berezin, Assistant Department Head - General Biology Coordinator, Spring 2023 - \$2,100.00

XVI.A.5. Paid Professional Assignment for Hector Weir, Assistance Department Head- Humanities/Foreign Language, Spring 2023 - \$2,100.00

XVI.A.6. Paid Professional Assignment for Dr. Jessi Snider, Assistant Department Head- English, Spring 2023 - \$2,100.00

XVI.A.7. Paid Professional Assignment for Doug Baumgarten, Interim Director of Facilities Management, January to March 2023 - \$3,000.00

**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 7:19 p.m.