Minutes of the Regular Board Training Meeting

The Board of Trustees
Wharton County Junior College

A Regular Meeting of the Board of Trustees of Wharton County Junior College was held on Tuesday, June 16, 2026 at 6:30 p.m. in the Hutchins Memorial Boardroom. Dr. Metcalf presided.

Trustees Present: Dr. Priscilla Metcalf, Chair; Mr. Jay Roussel, Secretary; Mr. Ed Erwin; Mr. Terry Lynch; Mr. Paul Pope (zoom); Mr. Larry Sitka; Dr. Wayne Taylor; Mr. David Vallejo

Trustees Absent: Dr. Bret Macha

Others Present: Dr. Amanda Allen, President; Dr. David Byrd, Vice President of Access, Completion and Transfer; Mr. Scott Cunningham, Vice President of Finance and Administration; Mrs. Sheryl Rhodes; Mrs. Clarissa Bueno; Mrs. Carol Derkowski (zoom); Mrs. Deanna Feyen (zoom); Mrs. Jessica Garcia (zoom); Mr. Karl Johnson; Lea Ana Kostelnik (zoom); Mr. Robby Mathews (zoom); Mrs. Lindsey McPherson (zoom); Mrs. Bailey Phillips (zoom); Mr. Tommy Regan (zoom); Ms. Emily Voulgaris (zoom); Mrs. Cindy Ward

I. Determination of Quorum and Call to Order

-Dr. Metcalf called the meeting to order at 6:30 p.m. and declared a quorum.

II. Pledge of Allegiance

-Dr. Metcalf led the Pledge of Allegiance

III. Reading of the Minutes

III.A. May 19, 2026 Regular Board of Trustee Meeting Minutes

BOARD ACTION: On a motion made by Mr. Lynch and seconded by Mr. Sitka, the Board unanimously approved the May 19, 2026 Board of Trustee Regular Meeting Minutes as presented.

IV. Citizens' Comments

V. Special Items

V.A. Reports from Board Committees

V.A.1. Board Calendar

-Dr. Allen reviewed the Board of Trustee calendar and informed them of important dates and upcoming events.

-Dr. Allen distributed handouts with information on the Board retreat scheduled for Friday, June 26, 2026 from 8:30 – 3:30 in the Hutchins Memorial Boardroom.

VI. Presentations, Awards, and/or Resolutions

VII. President's Report

-Dr. Allen presented the President’s Report for June. She also provided details on the rule revisions proposed for the THECB Formula Funding Model and informed the group on how the modification of the numbers will impact the the FY27 budget.

VIII. Reports to the Board

VIII.A. Financial Reports

VIII.A.1. May 2026 Monthly Financials

-**BOARD ACTION:** On a motion made by Mr. Sitka and seconded by Dr. Taylor, the Board approved the May 2026 financials as presented.

VIII.A.2. May 2026 Financial Aid Report

IX. Consent Agenda

BOARD ACTION: At the request of Mr. Roussel, Item X.C. Approve the submission of a substantive change to SACSCOC allowing for >50% of a degree program to be offered at Lamar CISD Career and Technical Education Center (SACSCOC Sub Change Fee = $300 - current operating budget) was pulled from the consent agenda for further discussion.

X. Matters Relating to General Administration

X.A. Approve Policy Manual Update 51 as recommended by TASB Community College Services ($3,341.00 - Current operating budget)

X.B. Approve the revision of TASB Policy CM (LOCAL), Facilities Construction, to reflect a threshold change from $50,000 to $100,000 for contracts requiring Board approval ($30 - FY26 current operating budget)

X.C. Approve the submission of a substantive change to SACSCOC allowing for >50% of a degree program to be offered at Lamar CISD Career and Technical Education Center (SACSCOC Sub Change Fee = $300 - current operating budget)

XI. Matters Relating to Academic Affairs

XII. Matters Relating to Access, Transfer and Completion

XIII. Matters Relating to Finance

XIII.A. Acknowledge documented fees paid by Wharton County Junior College based on membership in various cooperative purchasing programs ($3,200 - Unrestricted operating budget FY 2026)

XIII.B. Inform the Board of Trustees of a personal business relationship (None)

XIV. Matters Relating to Information Technology

XIV.A. Approve upgrades to the IT infrastructure and audiovisual equipment on the Bay City campus as part of the Nuclear Expansion in Texas (NExT) project ($241,215 - Special state appropriations - NExT Program)

XV. Matters Relating to Personnel

XV.A. Office of President

XV.A.1. Lea Anna Kostelnik received a change in title/assignment from regular, full-time senior research analyst, AA-1-14 to regular, full-time director of institutional research, CA-15-14 effective June 17, 2026

XV.B. Office of Academic Affairs

XV.B.1. Kelby Coburn received a change from regular, part-time kinesiology instructor to temporary, full-time kinesiology instructor, FAC-1-0 effective August 17, 2026

XV.B.2. Lenora Copeland employed as regular, full-time instructor of geology, FAC-1-7 effective August 17, 2026

XV.B.3. Randy Ramey employed as temporary, full-time continuing education instructor-carpentry, FAC-1-10 effective June 17, 2026

XV.B.4. Daniel Fan employed as regular, full-time instructor of mathematics, FAC-1-2 effective August 17, 2026

XV.C. Office of Access, Completion and Transfer

XV.C.1. Stephen Estrada employed as regular, full-time dean of strategic enrollment management, D-15-26 effective July 6, 2026

XV.C.2. Hajra Mousam employed as regular, full-time academic advisor, A-5-6 effective June 22, 2026

XV.D. Office of Finance

XV.E. Office of Information Technology

XV.E.1. Lindsey Reeves received a change in title/assignment from regular, full-time communications specialist/receptionist, O-6-5 to regular, full-time help desk analyst, A-1-8 effective date TBD

XVI. End of Consent Agenda

-BOARD ACTION: On a motion made by Mr. Sitka and seconded by Mr. Vallejo, the board approved the consent agenda as presented.

BOARD ACTION: On a motion made by Mr. Lynch and seconded by Mr. Roussel,

Item X.C. Approve the submission of a substantive change to SACSCOC allowing for >50% of a degree program to be offered at Lamar CISD Career and Technical Education Center (SACSCOC Sub Change Fee = $300 - current operating budget) was approved as presented.

XVII. Paid Professional Assignments:

XVII.A. Information Items

XVII.A.1. 2024 May Mini Overloads

XVII.A.2. Paid Professional Assignment for Carol Derkowski, HE Grant Implementation-CPP, June-August 2026 - $1,500.00

XVII.A.3. Paid Professional Assignment for Sara Fira, HE Grant Implementation-CPP, June-August 2026 - $1,500.00

XVII.A.4. Paid Professional Assignment for TK Krpec, HE Grant Implementation-8WW, June-August 2026 - $1,500.00

XVII.A.5. Paid Professional Assignment for Stephanie Kolacny, HE Grant Implementation-CPP and 8WW, June-August 2026 - $3,000.00

XVII.A.6. Paid Professional Assignment for David Kucera, HE Grant Implementation-CPP, June-August 2026 - $1,500.00

XVII.A.7. Paid Professional Assignment for Jennifer Mahlmann, HE Grant Implementation-8WW, June-August 2026 - $1,500.00

XVII.A.8. Paid Professional Assignment for Jennifer Mauch, HE Grant Implementation-8WW, June-August 2026 - $1,500.00

XVII.A.9. Paid Professional Assignment for Jill Oglesbee, HE Grant Implementation-CPP and 8WW, June-August 2026 - $3,000.00

XVII.A.10. Paid Professional Assignment for Patrick Ralls, HE Grant Implementation-CPP, June-August 2026 - $1,500.00

XVII.A.11. Paid Professional Assignment for Amanda Shelton, HE Grant Implementation-8WW, June-August 2026 - $1,500.00

XVII.A.12. Paid Professional Assignment for Wendy Tamayo, HE Grant Implementation-CPP, June-August 2026 - $1,500.00

XVII.A.13. Paid Professional Assignment for Emily Voulgaris, HE Grant Implementation-CPP and 8WW, June-August 2026 - $3,000.00

XVIII. Executive Session

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

XX. Discuss Matters Relating to Formal Policy

XXI. Adjourn

-The meeting adjourned at 7:25 p.m.