

Regular Board Meeting

Tuesday, September 28, 2021 2:30 PM

Hutchins Memorial Board Room, 911 Boling Highway, Wharton, TX 77488

I. Determination of Quorum and Call to Order

II. Pledge of Allegiance

III. Reading of the Minutes

III.A. August 17, 2021 Board of Trustee Public
Budget Hearing Minutes

III.B. August 17, 2021 Board of Trustee Meeting
Minutes

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

V. Special Items

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

VI.A. Retirement Resolution for Mrs. Brenda
Bode

VI.B. Retirement Resolution for Dana Bramble

VI.C. Retirement Resolution for Pamela Speights

VII. Student Success

VIII. Reports to the Board

VIII.A. Financial Reports

VIII.A.1. August 2021 Financial Reports

VIII.B. Management Reports

VIII.B.1. Technology Report

VIII.B.2. Financial Aid Report

VIII.B.3. Testing Report

VIII.C. Reports from College Governance Councils

VIII.C.1. Faculty Association Minutes from August
27, 2021

IX. CONSENT AGENDA

X. Matters Relating to General Administration

X.A. Approve to upgrade the HR technician to HR
administrative assistant (\$3,500.00 -
accommodated by the current HR budget)

XI. Matters Relating to Academic Affairs

XI.A. Approve Senior Citizen Title III Contract

XI.B. Approve federal funding for TRiO Student Support Services Program Grant (grant award \$261,018.00)

XI.C. Approve the state & federal funding for Adult Education and Literacy Program (grant award is \$815,000.00)

XI.D. Approve Skills Development Fund (SDF) Shell Grant (\$50,000.00)

XI.E. Approve Title V Hispanic Serving Institution grant position of student success assistant, effective immediately (\$29,725.00 - 32,975.00, Title V HSI grant funded)

XI.F. Approve Continuing Education Department tuition and fee proposal for FY22

XI.G. Information Item:

XI.G.1. Chief Executive Officer Reporting Requirements under Tex. Educ. Code 51.253(c)

XI.G.2. Department of Education Title V Developing Hispanic Serving Institutions Grant, Career and Transfer Center (\$600,000.00 - in year 2 - grant funds deposited for expenditure from the current restricted fund)

XII. Matters Relating to Administrative Services

XII.A. Approval to request to set ad valorem tax rate for the Wharton County Junior College District for the 2021 tax year (current operating revenue \$7,640,782.00)

XII.B. Approval for work-study hourly wage increase

XIII. Matters Relating to Technology

XIII.A. Approve RockIT Consulting LLC to provide network upgrades based on best practices that will promote network health, security, and longevity (\$748,652.00 - ARP funding)

XIV. Matters Relating to Planning & Institutional Effectiveness

XIV.A. Approve the implementation of a Vaccination Incentive Program for WCJC students and employees using American Rescue Plan funds (\$115,000.00 - American Rescue Plan institutional funds)

XIV.B. Approve the Board Evaluation process and survey instrument for AY2022

XV. Matters Relating to Personnel

XV.A. Board of Trustees

XV.B. Office of President

XV.C. Office of Academic Affairs

- XV.C.1. Alexis Brooks employed as regular, full-time academic advisor, A-5-10, effective September 7, 2021
- XV.C.2. Madeline Walton Buchanan, extended as temporary, full-time Title V HSI Engagement and Communication Advisor, A-05-6, effective September 1, 2021
- XV.C.3. Jessica Falcon extended as temporary, full-time TRiO SSS Director, CA-04-11, effective September 1, 2021
- XV.C.4. Lilly D. Garcia extended as temporary, full-time Title V Hispanic Serving Institutions Project Director, CA-4-10, effective September 1, 2021
- XV.C.5. Shayna Guerra extended as temporary, full-time TRiO SSS Advisor/Counselor, GNT-01-09, effective September 1, 2021
- XV.C.6. Kelly Novikoff extended as temporary, full-time Title V Hispanic Serving Institutions Experiential Learning Specialist, A-05-10, effective September 1, 2021
- XV.C.7. Rose Ochoa extended as temporary, full-time coordinator of vocational support services, GNT-1-5, effective September 1, 2021
- XV.C.8. Armando Palomino McClure employed as regular, full-time college recruiter, AA-1-2, effective September 1, 2021
- XV.C.9. Robert J. Sanchez extended as temporary, full-time Title V HSI Career Development and Transfer Coordinator, GNT-7-5, effective September 1, 2021
- XV.C.10. Taraneh Zekavat extended as temporary, full-time director of adult education & literacy, CA-8-13, effective September 1, 2021
- XV.C.11. David Faul received a salary adjustment for completion of 12 graduate hours as regular, full-time instructor of mathematics, FAC-1-10, to regular, full-time instructor of mathematics, FAC-2-10, effective August 23, 2021
- XV.C.12. Patricia Ann Guillory employed as temporary, full-time developmental math instructor, FAC-1-10, effective August 23, 2021
- XV.C.13. Latasha Herndon changed from part-time to temporary, full-time instructor of chemistry, FAC-7-5, August 23, 2021
- XV.C.14. Tom-Kody Krpec received a salary adjustment for completion of 27 graduate hours as regular, full-time instructor of developmental English, FAC-1-2, to regular, full-time instructor of developmental English, FAC-3-2, effective August 23, 2021
- XV.C.15. Marissa Saenz received a salary adjustment for completion of 12 graduate hours as regular, full-time director of Library information and technical services, FAC-1A-33, to regular, full-time director of Library information and technical services, FAC-2A-33,

effective August 23, 2021

XV.C.16. Dolly Staude extended as temporary, full-time instructor of Cosmetology, FAC-1-4, effective September 1, 2021

XV.C.17. Rylee M. Taylor employed as temporary, full-time instructor of mathematics, FAC-1-0, effective August 23, 2021

XV.C.18. fall 2021 overloads

XV.C.19. fall 2021 department head compensation

XV.D. Office of Administrative Services

XV.E. Office of Student Services

XV.F. Office of Technology

XV.F.1. Robby Mathews received a change in title/assignment as regular, full-time director of cybersecurity, CA-15-23, to regular, full-time director of technical services, CA-15-23, effective September 1, 2021

XV.G. Office of Planning & Institutional Effectiveness

XVI. END OF CONSENT AGENDA

XVII. Paid Professional Assignments

XVII.A. Information Item:

XVII.A.1. Paid Professional Assignment for Jesi Ramirez, assistant college readiness math department & COWs, fall 2021 - \$2,800.00

XVII.A.2. Paid Professional Assignment for Lauren Herrmann, COWs maintenance, fall 2021 - \$700.00

XVII.A.3. Paid Professional Assignment for Ricky Schooler, workshop for STEM educators, 8/1/21 - 8/28/21 - \$2,100.00

XVII.A.4. Paid Professional Assignment for Willie Myles, workshop for STEM educators, 8/1/21 - 8/28/21 - \$2,100.00

XVII.A.5. Paid Professional Assignment for Gerald Kinder, workshop for STEM educators, 8/1/21 to 8/28/21 - \$2,100.00

XVII.A.6. Paid Professional Assignment for Dan Johnson, workshop for STEM educators, 8/1/21 to 8/28/21 - \$2,100.00

XVII.A.7. Paid Professional Assignment for Dr. Wendy Waters, assistant department head-A&P coordinator, fall 2021 - spring 2022 - \$4,200.00

XVII.A.8. Paid Professional Assignment for Jennifer Jeffery, assistant department head-general biology coordinator, fall 2021 - spring 2022 - \$4,200.00

XVII.A.9. Paid Professional Assignment for Kim Raun, microbiology lab coordinator, fall 2021 - spring 2022 - \$2,400.00

XVII.A.10. Paid Professional Assignment for Sean Amestoy, agriculture coordinator, fall 2021 - spring 2022 - \$2,400.00

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

Board Secretary