WCJC
BOARD OF TRUSTEES
AGENDA PACKAGE
FOR THE REGULAR BOARD MEETING

May 18, 2010

Prepared by the
Office of the President
Wharton County Junior College
Members of the Board of Trustees
Wharton County Junior College District

<table>
<thead>
<tr>
<th>BOARD POSITION</th>
<th>NAME</th>
<th>TERM EXPIRES</th>
</tr>
</thead>
<tbody>
<tr>
<td>7</td>
<td>P. D. (Danny) Gertson, III Chair</td>
<td>May 2012</td>
</tr>
<tr>
<td>5</td>
<td>Rick Davis Vice-Chair</td>
<td>May 2012</td>
</tr>
<tr>
<td>9</td>
<td>Jack C. Moses Secretary</td>
<td>May 2016</td>
</tr>
<tr>
<td>6</td>
<td>Gerald R. Donaldson</td>
<td>May 2012</td>
</tr>
<tr>
<td>3</td>
<td>Georgia Krenek</td>
<td>May 2014</td>
</tr>
<tr>
<td>8</td>
<td>Oliver W. Kunkel, Jr.</td>
<td>May 2014</td>
</tr>
<tr>
<td>4</td>
<td>Phyllip W. Stephenson</td>
<td>May 2014</td>
</tr>
<tr>
<td>2</td>
<td>Gary P. Trochta</td>
<td>May 2016</td>
</tr>
<tr>
<td>1</td>
<td>Lloyd M. Nelson</td>
<td>May 2016</td>
</tr>
</tbody>
</table>
AGENDA

Regular Meeting
WCJC Board Room
Hutchins Memorial Center
911 Boling Highway
Wharton, Texas 77488
6:30 PM

May 18, 2010

I. Determination of Quorum and Call to Order

II. Pledge of Allegiance

III. Reading of Minutes .................................................. A

   A. The regular meeting held on April 20, 2010

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

   This is an open forum for those persons who wish to make presentations to the board and who have signed up to do so under board policy. Presentations are limited to five minutes each with a total of twenty minutes for all presentations.

   During the Citizens’ Comments section of the agenda, any citizen/taxpayer (that is, any member of the public, including college employees) may request to address the board in open meeting. If, however, the topic of the presentation to the board falls within one of the other policies of the college, such as the employee complaint or grievance policy or student complaint policy, the person must first go through the proper administrative channels. In such cases, the right to address the board is guaranteed after the administrative channels have been exhausted.

   If any speaker’s presentation contains complaints or concerns about an individual employee or officer of the district, that presentation will be conducted in executive session with the board members unless the employee or officer about whom the comments are made requests that the comments be made publicly.

   These presentations are made for information purposes only. The board is required to listen to the presentations but not to discuss or act on the items presented. If the board feels the matter warrants further attention, it can be placed on the agenda for a subsequent meeting.
V. Special Items
   A. Swearing in of trustees
   B. Election of board officers

VI. Presentations, Awards, and/or President’s Report
   A. Recognition of Liz Rexford for her 10 years of service as advisor of the Zeta Xi Chapter of Phi Theta Kappa Honor Society
   B. Proposed amendment to support staff constitution

VII. Student Success

VIII. Reports to the Board
   A. Financial Reports for April 2010
   B. Information Item: Management Reports
   C. Information Item: Reports from College Governance Councils
      1. President’s Extended Cabinet meeting minutes for February 11, 2010
      2. President’s Extended Cabinet meeting minutes for March 11, 2010
      3. President’s Extended Cabinet meeting minutes for April 15, 2010
   D. Information Item: Clipping Service for the month of April 2010

IX. Reports from Committees of the Board
   A. Audit/Finance Committee: Mr. Kunkel
   B. Facilities Committee: Mr. Donaldson
   C. Legislative Committee: Mr. Nelson

-CONSENT AGENDA-

By consent of the board of trustees, the following items may be acted on in a single motion “to approve the consent agenda as presented.” If, however, any trustee wishes to discuss a particular item or for any reason wishes to act on any given item separately, he or she may simply notify the board chair to remove that item or items from the consent agenda, and that item will be removed and acted on separately. A trustee may remove an item from the consent agenda for any reason, and he or she is not required to justify the removal or explain the reason for the removal.
Board of Trustees  
May 18, 2010  
Agenda  

X. Matters Relating to General Administration .........................................................B 

XI. Matters Relating to Academic Affairs  

A. Approve receipt of federal funding from the Carl D. Perkins Career and Technical Education Act of 2006 ($198,927.00)  

B. Approve a nine-month position for a new Associate Degree Nursing (ADN) faculty for fall 2010 ($39,550.00 - $51,050.00 – from FY11 current operating budget)  

C. To accept the agreement to extend Smart Thinking Online Tutoring for another academic year ($38,100.00 – FY10 budget)  

D. Approve increase in CLEP testing fees effective 7/1/10 from $87.00 to $92.00  

XII. Matters Relating to Administrative Services  

A. Approve the renovation project scheduled for the Reynolds Building with funds transferred from the plant repair and replacement fund (estimated $500,000 – plant repair & replacement fund)  

B. Ratify the President’s decision to purchase the college’s electricity from Direct Energy for the period from 1/1/11 through 12/31/11 at a cost of .0592 per kWh ($850,000 – current unrestricted operating budget for 2010 – 2011)  

C. Approve the additional payment of $4,798.08 to Lincoln Electric of Houston for the shipping of the 40 welding booths, stands, tables, and lockers for the welding department from their fabricating plant in Cleveland, Ohio ($4,798.08 – transfer from plant repair & replacement fund)  

D. Approval to seek bids for the sale of surplus properties  

XIII. Matters Relating to Technology and Institutional Research  

A. Approve the license renewal for the Blackboard Learning Management System software used by the distance learning department to conduct on-line and web enhanced classes ($31,500.00 – current unrestricted operating fund budget for 2009 – 2010)  

XIV. Matters Relating to Student Services  

XV. Matters Relating to Personnel .................................................................C  

A. Board of Trustees  

B. Office of President  

C. Office of Academic Affairs  

1. Andrew R. Berezin employed as regular, full-time instructor of biology, FAC-1-1, effective August 23, 2010
2. James H. Kelley, Jr. reclassified from regular, full-time instructor of math, FAC-1-25, to regular, full-time instructor of math (department head), FAC-1-25, effective August 23, 2010

3. Angela Kocurek employed as regular, full-time instructor of English, FAC-4A-4, effective August 23, 2010

4. Sharon Prince reclassified from regular, full-time instructor of English, FAC-2A-17, to regular, full-time instructor of English (department head), FAC-2A-17, effective August 23, 2010

5. Patrick W. Ralls employed as regular, full-time instructor of speech, FAC-1-9, effective August 23, 2010

6. Amanda B. Shelton reclassified from regular, full-time instructor of history, FAC-1-9, to regular, full-time instructor of history (department head), FAC-1-9, effective August 23, 2010

7. Celine M. Siewert employed as regular, full-time instructor of accounting, FAC-1-10, effective August 23, 2010

8. Jeffrey M. Stanglin employed as regular, full-time instructor government, FAC-1-1, effective August 23, 2010

9. Debra Lemson extended as temporary, full-time instructor of music, FAC-5A-10, effective May 15, 2010

D. Office of Administrative Services

E. Office of Student Services

F. Office of Technology and Institutional Research

G. Information Items: Contract Personnel Action

1. Lilian Lockley retired as regular, full-time counselor/ADA coordinator, FAC-1-11, effective August 31, 2010

2. Timothy Periard resigned as regular, full-time instructor of biology, FAC-1-2, effective May 22, 2010

3. Arthur Stephens resigned as regular, full-time instructor/program director of process technology, FAC-1-16, effective August 31, 2010

H. Information Items: Non-contract Personnel Action

1. Diana L. Gutierrez separated as regular, full-time division secretary-Allied Health, O-9-11, effective April 30, 2010

2. Alice J. Becerra separated as regular, part-time senior citizen program Wharton driver, $7.25 hr. x 15 hrs./wk. x 10 wks. = $1,087.50/yr., effective April 21, 2010
Board of Trustees
May 18, 2010
Agenda

3. Kristopher M. Escobar resigned as regular, part-time fitness center staff, O-5-0, $10.16 hr. x 19 hurs./wk. x 48 wks. = $9,266.00/yr., effective May 14, 2010

4. Heather Hodges separated as temporary, part-time fitness center staff, O-5-0, $10.16 hr. x 12 hhrs./wk. x 32 wks. = $3,901.00/yr., effective May 10, 2010

XVI. 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 (551.076), deliberation regarding economic development negotiations (551.086).

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

XVIII. Discuss Matters Relating to Formal Policy

XIX. Other Business

XX. Adjourn
WHARTON COUNTY JUNIOR COLLEGE DISTRICT

AGENDA BRIEF

AGENDA ITEM III

Reading of the Minutes

A. The regular meeting held on April 20, 2010
MINUTES
Regular Monthly Meeting of the
Wharton County Junior College
Board of Trustees
April 20, 2010

-The Wharton County Junior College District Board of Trustees met in regular session on April 20, 2010 at 6:30 P.M. in the Hutchins Memorial Board Room. Mr. Gertson presided.

Trustees Present: Mr. Danny Gertson, Chair; Mr. Gerald Donaldson; Mrs. Georgia Krenek; Mr. Oliver Kunkel; Mr. Lloyd Nelson; and Mr. Phil Stephenson

Trustees Absent: Mr. Rick Davis, Vice-Chair; Mr. Jack Moses, Secretary; and Mr. Gary Trochta

Others Present: Ms. Betty McCrohan, President; Dr. Ty Pate, Senior Vice President of Instruction; Mr. Bryce Kocian, Vice President of Administrative Services; Ms. Pam Youngblood, Vice-President of Technology and Institutional Research; Ms. Deanna Feyen, Executive Secretary to the President; Ms. Darlene Byrd; Ms. Zina Carter; Ms. Carmen Fabrygel; Mr. Scott Glass; Mr. Robby Mathews; Ms. Traci Morrison; Ms. Debbie Popek; Ms. Sharon Prince; Ms. Liz Rexford; Ms. Beth Rodgers; Ms. Amanda Shelton; Ms. Cecilia Soto; Mr. Gus Wessels; Mr. Robert Wolter; Mr. Philip Wuthrich; and Ms. Deborah Yancy

ITEM I: DETERMINATION OF QUORUM AND CALL TO ORDER

-The meeting was called to order at 6:30 P.M.

ITEM II: PLEDGE OF ALLEGIANCE

-Mr. Gertson led the Pledge of Allegiance.

ITEM III: READING OF MINUTES

A. The regular meeting held on March 23, 2010

-The minutes of the regular meeting held on March 23, 2010 were approved as presented.

ITEM IV: CITIZENS' COMMENTS

-None-

ITEM V: SPECIAL ITEMS
ITEM VI: PRESENTATIONS, AWARDS, AND/OR PRESIDENT’S REPORT

A. Recognition of retirement of Dr. Frederick T. Bartsch

B. Recognition of retirement of Mr. James Davig

-Dr. Pate read the resolutions of Dr. Frederick T. Bartsch and Mr. James Davig recognizing them for their retirements. Ms. McCrohan commended both faculty members for their years of service.

C. Presentation by PTK of year end summary

-Dr. Pate introduced Ms. Liz Rexford and Ms. Amanda Shelton, Phi Theta Kappa sponsors. The students introduced themselves; Cecilia Soto – Ft. Bend campus, Carmen Fabrygel – Wharton campus, Beth Rogers – Wharton campus, Traci Morrison – Sugar Land and Ft. Bend campuses. Traci announced that she received the Phi Theta Kappa scholarship and thanked the board. The students presented a PowerPoint showcasing their activities during the year. Ms. McCrohan thanked the staff and the students.

ITEM VII: STUDENT SUCCESS

A. Presentation of the on-line tutoring system

-Sharon Prince demonstrated the on-line tutoring system and explained the progress of the Learning Assistance Centers.

-Mr. Nelson stated that he and Ms. McCrohan attended the Board of Trustees Institute on Achieving the Dream in Santa Fe, New Mexico that focused on student success and learning outcomes. Mr. Gerton stated that the board was thankful to the Houston Endowment for funding Achieving the Dream.

ITEM VII-A: REPORTS TO THE BOARD

A. Financial Reports

-Mr. Wessels presented the financial reports for March 2010.

BOARD ACTION: On a motion by Ms. Krenk and a second, the board unanimously approved the financial reports for March 2010 as presented.

BOARD ACTION: On a motion by Mr. Nelson and a second, the board unanimously approved the investment report for the second quarter ending February 28, 2010 as presented.

ITEM VII-B: MANAGEMENT REPORTS

-The following reports were included as a part of the Board Agenda Package:

1. Department of Information and Technology: Pam Youngblood (Vice President of Technology and Institutional Research)
2. Financial Aid: Gus Wessels (Dean of Financial Services and Business Services)
3. Student Services: Dr. Wayne Taylor (Dean of Student Services)
ITEM VII-C: REPORTS FROM COLLEGE GOVERNANCE COUNCILS

A. Academic Affairs Council
   - Academic Affairs Council meeting minutes from February 8, 2010

B. Faculty Council
   - Faculty Council meeting minutes from February 10, 2010

C. President’s Extended Cabinet
   - None

ITEM VII-D: CLIPPING SERVICE FOR MONTH OF MARCH 2010

- News reports relating to the operations of Wharton County Junior College were clipped from area newspapers for the month of March 2010 and included as part of the board agenda packet for this meeting.

ITEM VIII: REPORTS FROM COMMITTEES OF THE BOARD

A. Audit/Finance Committee: Mr. Kunkel
   - None-

B. Facilities Committee: Mr. Donaldson
   - None-

C. Legislative Committee: Mr. Nelson
   - None-

- Mr. Gertson asked if any items needed to be pulled from the consent agenda.

- No items were pulled from the consent agenda.

-CONSENT AGENDA-

By consent of the board of trustees, the following items may be acted on in a single motion “to approve the consent agenda as presented.” If, however, any trustee wishes to discuss a particular item or for any reason wishes to act on any given item separately, he or she may simply notify the board chair to remove that item or items from the consent agenda, and that item will be removed and acted on separately. A trustee may remove an item from the consent agenda for any reason, and he or she is not required to justify the removal or explain the reason for the removal.
ITEM IX: MATTERS RELATING TO GENERAL ADMINISTRATION

ITEM X: MATTERS RELATING TO ACADEMIC AFFAIRS

A. Approve the purchase of 20 computers and furniture for the Johnson Health Building computer lab with grant funds from the Gulf Coast Medical Foundation ($27,120.00 – Gulf Coast Medical Foundation grant funds)

B. Information item:

1. Authorize the Purchasing Department to solicit bids for the creation of an audio visual simulation laboratory for nursing students on the Wharton Campus ($100,000.00 – nursing shortage reduction program grant funds)

ITEM XI: MATTERS RELATING TO ADMINISTRATION SERVICES

A. Recommend granting approval for administration to transfer $425,000.00 in anticipation of a state mandated appropriation reduction of 5% per year ($425,000.00 – unrestricted fund transfer to the plant fund)

B. Approve attached resolution concerning Ad Valorem Tax Exemptions

C. Approval of fiscal year 2010 budget adjustments for the period December 1, 2009 – February 28, 2010

D. Recommend approval of extension of lease agreement with the Bay City Community Development Corporation ($70,000.00 – current unrestricted operating budget for 2010-2011)

E. Approve the quote from Hunton Trane Services to replace the Pioneer Gymnasium air conditioners and relocate them to an area outside the gymnasium ($265,861.00 - transferred from the plant repair and replacement fund)

F. Approve a retail electricity agreement for the college (estimated $900,000.00 – current unrestricted operating budget for 2010-2011)

G. Approve certification of unopposed candidates and order of cancellation

H. Approve new optional retirement program provider

ITEM XII: MATTERS RELATING TO TECHNOLOGY AND INSTITUTIONAL RESEARCH

A. Approve the replacement of 68 desktop computers, 15 monitors, and 2 printers needed to update the systems in the Fort Bend Technical Center’s Cisco Certification Lab, and for replacement of outdated staff computers ($52,085.00 – transfer from the MIS plant fund)

ITEM XIII: MATTERS RELATING TO STUDENT SERVICES
ITEM XIV: MATTERS RELATING TO PERSONNEL

A. Board of Trustees

B. Office of President

C. Office of Academic Affairs
   1. Paid Professional Assignments for Spring 2010

D. Office of Administrative Services

E. Office of Student Services

F. Office of Technology and Institutional Research

G. Information Items: Contract Personnel Action
   1. Fred Bartsch retired as regular, full-time instructor of English, F-7-31, effective May 21, 2010
   2. Phillip R. Carter resigned as regular, full-time instructor of physical therapist assistant/director, F-1-22, effective August 20, 2010

H. Information Items: Non-contract Personnel Action
   1. Rosemary Fulton employed as temporary, part-time institutional research associate, $31.00 hr. x 20 hrs./wk. x 22 wks. = $13,540.00/yr., effective April 1, 2010
   2. Mary Cantu reclassified from regular, part-time custodian, $8.85 hr. x 19 hrs./wk. x 52 wks. = $8,743.80/yr., to regular, full-time custodian, O-1-0, effective March 22, 2010
   3. Lea Kostelnik employed as regular, full-time administrative assistant to Vice President of Technology and Institutional Research, P-13-0, effective March 22, 2010
   4. Kristie Sulak resigned as regular, full-time student success coordinator, P-13-14, effective April 9, 2010
   5. Taylor Ustynik employed as temporary, part-time maintenance summer helper, O-1-0, $9.00 hr. x 40 hrs./wk. x 10 wks. = $3,600.00/yr., effective May 31, 2010
   6. Laura L. Vargas reclassified from temporary, part-time vocational science division secretary, O-9-0, $11.31 hr. x 40 hrs./wk. x 7 wks. = $3,166.80/yr., to temporary, part-time custodian, O-1-0, $9.00 hr. x 19 hrs./wk. x 21 wks. = $3,591.00/yr., effective April 12, 2010
   7. Stephanie M. Zachry employed as temporary, part-time math tutor, $10.00 hr. x 10 hrs./wk. x 8 wks. = $800.00/yr., effective March 24, 2010
Mr. Stephenson asked about item XII. A. recommending the approval for administration to transfer $425,000.00 in anticipation of a state mandated appropriation reduction of 5% per year. Mr. Stephenson asked why the money was being moved from one fund to another instead of just reserving it where it stands. Mr. Kocian explained the reason for transferring the money.

Mr. Donaldson asked how much the college is paying on electricity. Mr. Wuthrich stated that the amount was 6.1 cents plus the line charge. Mr. Donaldson asked about a stand-by power contingency plan. Bryce stated that a generator has not been purchased at this time. Mr. Stephenson asked to bring forward to the next meeting a price and report on the generator.

**BOARD ACTION:** On a motion by Ms. Krenek and a second, the board unanimously approved the consent agenda as presented.

**ITEM XV:** EXECUTIVE SESSION

Pursuant to the Texas Government Code (Chapter 551, Open Meetings), the Board may conduct a closed executive session for any or all of the following reasons: Consultation with attorney (551.071), deliberation regarding purchase, exchange, or sale of real property (551.072), deliberation regarding prospective gift (551.073), personnel matters (551.074), deliberation regarding security devices (551.076), and/or deliberation regarding economic development negotiations (551.086).

**ITEM XVI:** ACTION ON ITEMS DISCUSSED IN CLOSED SESSION

**ITEM XVII:** MATTERS RELATING TO FORMAL POLICY

**ITEM XVIII:** OTHER BUSINESS

Mr. Gertson announced that Ms. McCrohan has requested a board retreat in May before the end of school. The retreat will be held in the Board of Trustee board room and the tentative date is Friday, May 14th, 8:00 A.M. -1:00 P.M.

**ITEM XIX:** ADJOURN

The meeting adjourned at 7:45 P.M.
WHARTON COUNTY JUNIOR COLLEGE DISTRICT

AGENDA BRIEF

AGENDA ITEM V

Special Items

A. Swearing in of trustees

B. Election of board officers
WHARTON COUNTY JUNIOR COLLEGE DISTRICT

AGENDA BRIEF

AGENDA ITEM VI

Presentations, Awards, and/or President’s Report

A. Recognition of Liz Rexford for her 10 years of service as advisor of the Zeta Xi Chapter of Phi Theta Kappa Honor Society

B. Proposed amendment to support staff constitution
April 18, 2010

Ms. Betty McCrohan  
President  
Wharton County Junior College  
911 E Boling Hwy  
Wharton, TX  77488-3252  

Dear Ms. McCrohan,

We at Phi Theta Kappa’s Center for Excellence owe a tremendous debt of gratitude to our chapter advisors whose dedicated service is responsible for the success of our local chapters. Advisors are truly the lifeblood of our organization, and we are delighted to recognize them for their years of service. On your campus, we are proud to honor Dr. Elizabeth Rexford for 10 years of service as advisor of the Zeta Xi Chapter.

Please join with us in expressing gratitude to your chapter advisor for service rendered to Phi Theta Kappa over these many years by presenting the enclosed gift during an appropriate occasion, such as your institution’s spring awards ceremony or the spring induction of the Zeta Xi Chapter. We ask that you convey to Elizabeth our sincere appreciation for the service and time given to further the ideals of Phi Theta Kappa at your college.

We also want to take this opportunity to ask you to consider how valuable a strong chapter can be to your college. With your support, your chapter can become a recruitment vehicle to attract high school honor students to your campus. Phi Theta Kappa’s Honors in Action initiatives, promoting intellectual challenge and service learning, can become the foundation of a student development program at your college. We encourage you to meet with your chapter’s advisors and officers and learn how administrative support can work for your mutual benefit.

Thank you for your assistance in recognizing the achievements of your chapter advisor and for your continuing interest in our Society.

Sincerely,

Rod A. Risley  
Executive Director

Everett C. Johnson  
Chair, Phi Theta Kappa Board of Directors
WHARTON COUNTY JUNIOR COLLEGE SUPPORT PERSONNEL ASSOCIATION

CONSTITUTION OF THE
SUPPORT STAFF ORGANIZATION

Article I  Name

The name of the organization is the Support Staff Organization (SSO) of Wharton County Junior College.

Article II  Purpose

The purpose of the organization is to:

Section 1  Represent the interest of the support staff in all matters.

Section 2  Provide a liaison between support staff employees and administration for discussion and communication of ideas, provide suggestions for improving college working conditions and college facilities, and provide service to students.

Section 3  Continually seek ways to promote professional growth by providing opportunities to improve and update job performance and advancement.

Section 4  Provide for social interaction among the members.

Article III  Membership

Section 1  The organization is made up of all full-time support staff.

Section 2  The Bylaws stipulate the officers, election procedures, committees, and other relevant operating procedures.

Article IV  The Support Staff Council (SSC)

Section 1  There will be a Support Staff Council (SSC) consisting of 5 members that will act for and represent the Support Staff Organization (SSO) to the President of the College and other members of the college community. Membership on the SSC will be determined in the Bylaws. The President of the SSC/SSO will serve as liaison between the support staff and the college community.
Section 2  The officers of the SSC will be a president, vice-president and secretary and two representatives.

Article V  Governing Operations of the SSC/SSO

Section 1  The SSO will meet one time per month, a maximum of one hour, on college time. Additional meetings, as necessary and reasonable, will be held on employee time.

All meetings of the SSO will be held at a time when the greatest number of support staff employees are scheduled to be on campus.

Section 2  The SSC president and vice-president will meet with the other extended cabinet representatives to discuss and recommend to the administration concerns of the support staff organization.

Section 3  Business and/or employee meetings of the support staff council will be held as needed throughout the year. These meetings will not exceed one hour of college time.

Section 4  The SSC/SSO may request a resource person from any WCJC personnel to attend SSC/SSO meetings.

Section 5  Any member of the WCJC personnel having a concern relating to the support staff will request in writing that the SSC address the issue.

Section 6  The SSC will have the authority to establish and abolish any committee as needed.

Section 7  The SSC will request representation on appropriate college-wide committees and in turn request representation from administration, faculty, and the Student Government Association on SSO created committees when deemed appropriate.

Section 8  Motions will be approved by a simple majority (51%) of votes cast by those present at SSC/SSO meetings. Motions to limit or close debate, to suspend the rules for the consideration of a specific item of business, etc., will be entertained by the SSC or SSO according to Roberts Rules of Order, revised, which is a document of order on conducting meetings and a copy is located in the learning center.
Wharton County Junior College District
Support Staff Organization
Constitution
April 1995

Section 9  The President of the SSC/SSO will have the same voting privileges as other members of the SSO.

Article VI  Committees

Section 1  The standing committees of the SSC are listed in the Bylaws. Also included are the guidelines for these committees.

Section 2  The support staff will have representation on all College joint committees.

Article VII  Amendment of the Constitution

Section 1  The Constitution will be amended by majority vote by using the following procedures (more than half of the total organization membership constitutes a majority vote):

A. Copies of proposed changes will be distributed to all support staff employees for approval by ballot vote.
B. Amendments are adopted when approved by the SSO, the President of the College, and the Board of Trustees.

Article VIII  Ratification to the Constitution

Adoption of this Constitution requires approval by written ballot of a majority of a full-time support staff voting at a general meeting of the support staff.

Ratification of this Constitution as an official document of Wharton County Junior College, binding on all parties of the college, requires written acceptance by the President of the College and the Board of Trustees. The Constitution in its entirety is published in the WCJC Support Staff Handbook [now Employee Handbook].

Article IX  Bylaws—Support Staff Employee of the Year

Section 1  Support Staff President to submit to the President of WCJC a request for authorization of a Support Staff Employee of the Year award. Request to the President of WCJC to be submitted the December before the next Employee Banquet.
Wharton County Junior College District
Support Staff Organization
Constitution
April 1995

Section 2  Nominations for Support Staff Employee of the Year to be submitted in writing by email or interoffice mail to any member of the Support Staff Council. The deadline for submitting a nomination is the Tuesday before the January meeting.

  A. A Support Staff employee cannot be nominated if they were the winner the previous year.
  B. Nominations are valid only for full-time employees of 3 years or more.
  C. Nominee must be nominated by a fellow Support Staff employee only.
  D. Can only nominate one person – not a department.

Section 3  The Support Staff Council would meet immediately following the January meeting and review the nominations. The 3 persons with the most nominations would be placed on a ballot.

Section 4  The ballot for Support Staff Employee of the Year would be distributed to all Support Staff employees after the January meeting and be due back to the Support Staff Secretary or Support Staff President in 7 days.

Section 5  The Support Staff Council would tally the votes, determine the winner and submit the name to Human Resources for the plaque and Payroll for the monetary award if an amount is to be awarded.

Section 6  Ballots to be destroyed at February meeting.

Article X  Bylaws

APPROVALS

(Original signed by Frank R. Vivelo)  (Original signed 7/17/95)
PRESIDENT  DATE

(Original signed by Lawrence J. Peterson)  (Original signed 7/19/95)
CHAIR, BOARD OF TRUSTEES  DATE
Reports to the Board

A. Financial Reports for April 2010
Monthly Financial Reports

Wharton County Junior College
APRIL 30, 2010
Summary Reports
### Wharton County Junior College

#### Revenue-Expenditure Summary
**April 30, 2010**

### Fiscal 2010

<table>
<thead>
<tr>
<th>Fund 1000</th>
<th>Current Month</th>
<th>Y-T-D Actual</th>
<th>Budget</th>
<th>% of Budget</th>
<th>Y-T-D Actual</th>
<th>Budget</th>
<th>% of Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenues:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>State appropriations</td>
<td>$881,722</td>
<td>$5,506,647</td>
<td>$8,504,863</td>
<td>64.74%</td>
<td>$6,126,176</td>
<td>$8,416,004</td>
<td>72.79%</td>
</tr>
<tr>
<td>Tuition and Fees</td>
<td>1,447,055</td>
<td>14,962,480</td>
<td>14,411,021</td>
<td>103.83%</td>
<td>11,881,055</td>
<td>13,152,623</td>
<td>90.33%</td>
</tr>
<tr>
<td>Advalorem Taxes</td>
<td>93,999</td>
<td>4,922,091</td>
<td>5,092,400</td>
<td>96.66%</td>
<td>4,532,999</td>
<td>4,668,000</td>
<td>97.11%</td>
</tr>
<tr>
<td>Mandatory Transfers</td>
<td>-</td>
<td>235,089</td>
<td>2,284,184</td>
<td>10.42%</td>
<td>210,606</td>
<td>1,621,658</td>
<td>12.99%</td>
</tr>
<tr>
<td>Non-mandatory Transfers</td>
<td>-</td>
<td>-</td>
<td>256,422</td>
<td>0.00%</td>
<td>40,631</td>
<td>543,692</td>
<td>7.47%</td>
</tr>
<tr>
<td>Other Revenues</td>
<td>43,346</td>
<td>626,568</td>
<td>640,597</td>
<td>97.81%</td>
<td>573,008</td>
<td>766,286</td>
<td>74.58%</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td><strong>2,466,122</strong></td>
<td><strong>26,254,875</strong></td>
<td><strong>31,189,490</strong></td>
<td><strong>84.18%</strong></td>
<td><strong>23,364,475</strong></td>
<td><strong>29,170,263</strong></td>
<td><strong>80.10%</strong></td>
</tr>
</tbody>
</table>

| Expenditures: | | | | | | | |
| Salaries | 1,471,047 | 11,604,894 | 17,970,170 | 64.58% | 11,170,077 | 17,496,079 | 63.84% | 104% |
| Employee Benefits | 182,158 | 1,400,290 | 2,255,469 | 62.08% | 2,313,190 | 2,099,188 | 115.13% | 61% |
| Capital Expenditures | 14,369 | 155,842 | 154,579 | 100.82% | 344,806 | 222,457 | 154.97% | 45% |
| Mandatory Transfers | - | 2,014,921 | 2,283,803 | 88.23% | 1,012,916 | 1,032,596 | 98.05% | 199% |
| Non-mandatory Transfers | 425,000 | 425,000 | - | 0.00% | - | - | 0.00% | 0% |
| Other Expenditures | 541,176 | 5,486,369 | 8,525,469 | 64.35% | 4,364,459 | 8,409,903 | 51.90% | 126% |
| **Total expenditures** | **2,633,750** | **21,087,316** | **31,189,490** | **67.61%** | **19,205,448** | **29,170,263** | **65.84%** | **110%** |

#### Net Increase/ (Decrease) in net assets

<table>
<thead>
<tr>
<th></th>
<th>Fiscal 2010</th>
<th>Fiscal 2009</th>
</tr>
</thead>
<tbody>
<tr>
<td>Net increase/ (decrease) in net assets</td>
<td>$ (167,628)</td>
<td>$ 5,167,559</td>
</tr>
</tbody>
</table>

*Note: Net student receivables in the amount of $1,127,445.34 are currently outstanding. Tuition and fees are subject to collection in future periods.*
Wharton County Junior College  
Analysis of Student Receivables Outstanding  
As of April 30, 2010

<table>
<thead>
<tr>
<th>Description</th>
<th>2010</th>
<th>2009</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student Receivables Current</td>
<td>$1,120,159.15</td>
<td>$832,939.69</td>
</tr>
<tr>
<td>Installment Plan Receivable Due Fall Semester</td>
<td>$37,077.46</td>
<td>$41,056.77</td>
</tr>
<tr>
<td>Installment Plan Receivable Due Spring Semester</td>
<td>82,179.46</td>
<td>75,985.45</td>
</tr>
<tr>
<td>Installment Plan Receivable Summer I &amp; II</td>
<td>39,554.00</td>
<td>16,375.50</td>
</tr>
<tr>
<td>Installment Plan Receivable Prior Years</td>
<td>48,300.90</td>
<td>48,757.59</td>
</tr>
<tr>
<td>Total Installment Plan Receivable</td>
<td>$207,111.82</td>
<td>$183,175.31</td>
</tr>
<tr>
<td>Third Party Contracts Receivable</td>
<td>$40,417.96</td>
<td>$6,135.62</td>
</tr>
<tr>
<td>Continuing Education Receivable</td>
<td>5,917.00</td>
<td>6,414.00</td>
</tr>
<tr>
<td>Allowance for Doubtful Accounts</td>
<td>(246,160.59)</td>
<td>(180,461.58)</td>
</tr>
<tr>
<td>Net Accounts Receivable</td>
<td>$1,127,445.34</td>
<td>$848,203.04</td>
</tr>
</tbody>
</table>

**Using balance sheet method adjusting the expense annually.**
### Governmental Fund Types

<table>
<thead>
<tr>
<th>Current Year 2010</th>
<th>Current Year 2009</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Unrestricted</strong></td>
<td><strong>Restricted</strong></td>
</tr>
<tr>
<td>Cash</td>
<td>4,722,132</td>
</tr>
<tr>
<td>Cash Investments</td>
<td>7,369,770</td>
</tr>
<tr>
<td>Accounts Receivable</td>
<td>3,133,929</td>
</tr>
<tr>
<td>Taxes Receivable</td>
<td>403,755</td>
</tr>
<tr>
<td>Local, St &amp; Fed Agency Receivable</td>
<td>--</td>
</tr>
<tr>
<td>Due From Other Funds</td>
<td>243,076</td>
</tr>
<tr>
<td>Prepaid Expense</td>
<td>--</td>
</tr>
<tr>
<td>Property, Plant &amp; Equipment</td>
<td>--</td>
</tr>
<tr>
<td>TOTAL ASSETS</td>
<td>16,061,758</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Auxiliary Enterprise</strong></th>
<th><strong>Prior Year 2009</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Funds</td>
<td>224,323</td>
</tr>
<tr>
<td>Enterprise</td>
<td>5,082,799</td>
</tr>
<tr>
<td></td>
<td>2,246,936</td>
</tr>
<tr>
<td>Liabilities, Equity and Other Credits</td>
<td><strong>TOTAL LIABILITIES:</strong></td>
</tr>
<tr>
<td>Accounts Payable</td>
<td>93,719</td>
</tr>
<tr>
<td>Employee Benefits Payable</td>
<td>1,459</td>
</tr>
<tr>
<td>Payroll Taxes Payable</td>
<td>--</td>
</tr>
<tr>
<td>Accrued Liabilities</td>
<td>--</td>
</tr>
<tr>
<td>Deferred Revenue</td>
<td>364,294</td>
</tr>
<tr>
<td>Deposits Payable</td>
<td>27,365</td>
</tr>
<tr>
<td>Due To Other Funds</td>
<td>426,600</td>
</tr>
<tr>
<td>Scholarships-Designated Donations</td>
<td>75,315</td>
</tr>
<tr>
<td>Scholarships-Non-designated</td>
<td>62,764</td>
</tr>
<tr>
<td>Donatio</td>
<td>615,610</td>
</tr>
<tr>
<td></td>
<td>515,848</td>
</tr>
<tr>
<td></td>
<td>70,065</td>
</tr>
<tr>
<td></td>
<td>1,220,924</td>
</tr>
<tr>
<td></td>
<td>510,746</td>
</tr>
</tbody>
</table>

**SQUITY AND OTHER CREDITS:**
- Control Accounts: --
- Prior Year Fund Balance: 8,249,191
- Endowment Fund-Original: --
- Endowment Fund-Income: --
- PB Professional Development: --
- PB Salary Equity: --
- PB Capital Equipment: --
- PB Investment Gain And Loss: --
- Fund Balance Receivables: --
- Reserved-Undesignated: --
### Governmental Fund Types

<table>
<thead>
<tr>
<th>EQUITY AND OTHER CREDITS:</th>
<th>Current Unrestricted</th>
<th>Restricted Funds</th>
<th>Auxiliary Enterprise</th>
<th>Current Year 2010</th>
<th>Prior Year 2009</th>
</tr>
</thead>
<tbody>
<tr>
<td>PBTC Operating Fund Balance</td>
<td>--</td>
<td>--</td>
<td>--</td>
<td>--</td>
<td>--</td>
</tr>
<tr>
<td>Plant Fund Balance</td>
<td>--</td>
<td>--</td>
<td>--</td>
<td>--</td>
<td>--</td>
</tr>
<tr>
<td>Bond Fund Balance</td>
<td>--</td>
<td>--</td>
<td>--</td>
<td>--</td>
<td>--</td>
</tr>
<tr>
<td>Scholarship</td>
<td>--</td>
<td>--</td>
<td>--</td>
<td>--</td>
<td>--</td>
</tr>
<tr>
<td>Fund Balance-Balancing Diff</td>
<td>--</td>
<td>--</td>
<td>--</td>
<td>--</td>
<td>--</td>
</tr>
<tr>
<td><strong>Fund Balances:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Reserve for Encumbrance</td>
<td>1,617,882</td>
<td>254,344</td>
<td>13,549</td>
<td>1,885,775</td>
<td>2,931,876</td>
</tr>
<tr>
<td>Reserve</td>
<td>1,549,475</td>
<td>-330,370</td>
<td>498,373</td>
<td>1,817,678</td>
<td>3,095,639</td>
</tr>
<tr>
<td>Reserve For Operations</td>
<td>--</td>
<td>--</td>
<td>--</td>
<td>--</td>
<td>--</td>
</tr>
<tr>
<td><strong>TOTAL EQUITY AND OTHER CREDITS:</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>13,418,740</td>
<td>23,974</td>
<td>611,922</td>
<td>13,952,643</td>
<td>23,068,275</td>
</tr>
</tbody>
</table>

### TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:

<table>
<thead>
<tr>
<th></th>
<th>Current Unrestricted</th>
<th>Restricted Funds</th>
<th>Auxiliary Enterprise</th>
<th>Current Year 2010</th>
<th>Prior Year 2009</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>14,051,750</td>
<td>535,822</td>
<td>581,907</td>
<td>15,173,567</td>
<td>23,579,121</td>
</tr>
</tbody>
</table>

---

*Wharton County Junior College*

*Combined Balance Sheet--All Fund Types and Account Groups*

*30-APRIL-2010*

*With comparative totals for 30-APRIL-2009:*

*Amounts expressed in dollars*
### Proprietary Fund Types

<table>
<thead>
<tr>
<th>Assets and Other Debts:</th>
<th>Agency Funds</th>
<th>Current Year 2010</th>
<th>Prior Year 2009</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Assets:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash</td>
<td>6,610</td>
<td>6,610</td>
<td>6,335</td>
</tr>
<tr>
<td>Cash Investments</td>
<td>102,485</td>
<td>102,485</td>
<td>102,224</td>
</tr>
<tr>
<td>Accounts Receivable</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Taxes Receivable</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Local, St &amp; Fed Agency Receivable</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Due From Other Funds</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Prepaid Expense</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property, Plant &amp; Equipment</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Assets and Other Debts:</strong></td>
<td>109,096</td>
<td>109,096</td>
<td>108,559</td>
</tr>
</tbody>
</table>

| Liabilities, Equity and Other Credits | | | |
| Liabilities: | | | |
| Accounts Payable | | 132 |
| Employee Benefits Payable | | |
| Payroll Taxes Payable | | |
| Accrued Liabilities | | |
| Deferred Revenue | | |
| Long Term Debt | | |
| Deposits Payable | 108,617 | 108,617 | 107,380 |
| Due to Other Funds | | | |
| Scholarships-Designated Donations | | | |
| Scholarships-Non-Designated Donations | | | |
| **Total Liabilities:** | 108,617 | 108,617 | 107,482 |

| Equity and Other Credits: | | | |
| Control Accounts | | | |
| Fund Balances | 479 | 479 | 1,077 |
| Prior Year Fund Balance | | | |
| Endowment Fund - Original | | | |
| Endowment Fund - Income | | | |
| PB Professional Development | | | |
| PB Salary Equity | | | |
| PB Capital Equipment | | | |
| PB Investment Gain and Loss | | | |
| Fund Balance Receivables | | | |
| Reserved-Undesignated | | | |
Wharton County Junior College
Combined Balance Sheet - All Fund Types and Account Groups
30-APRIL-2010
(with comparative totals for 30-APRIL-2009)
(amounts expressed in dollars)

<table>
<thead>
<tr>
<th>Agency Funds</th>
<th>Current Year 2010</th>
<th>Prior Year 2009</th>
</tr>
</thead>
<tbody>
<tr>
<td>EQUITY AND OTHER CREDITS:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FRTC Operating Fund Balance</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Plant Fund Balance</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bond Fund Balance</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Scholarship Fund Balance</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fund Balance-Rounding Diff</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Reserve for Encumbrance</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fund Balance Reserve for Operations</td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL EQUITY AND OTHER CREDITS:</td>
<td>479</td>
<td>478</td>
</tr>
<tr>
<td></td>
<td>1,077</td>
<td></td>
</tr>
<tr>
<td>TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:</td>
<td>109,096</td>
<td>109,096</td>
</tr>
<tr>
<td></td>
<td>108,559</td>
<td></td>
</tr>
</tbody>
</table>
WHARTON COUNTY JUNIOR COLLEGE DISTRICT

AGENDA BRIEF

AGENDA ITEM VIII-B

Management Reports

The following management reports for the months of April 2010 are for your information:

1. Department of Information Technology: Pam Youngblood, (Vice President of Technology and Institutional Research)

2. Financial Aid: Gus Wessels, (Dean of Financial and Business Services)

3. Student Services: Dr. Wayne Taylor (Dean of Student Services/Director of Dual Credit Enrollment)
The following reports and/or surveys have been completed:

- IPEDS Fall Enrollment reports
- Graduate and Employer Survey reports
- SENSE Survey Fall courses
- TACC report on Dual Enrollment
- Fall 2009 enrollment for ACCT annual dues

The bandwidth expansion project is still underway. AT&T finished the fiber splicing and has turned up the OC-3 circuit. WCJC is waiting for IP addresses to be assigned and issued by AT&T.

WCJC hosted two weeks of Banner training. The first week focused on the area of Financial Aid. The second week focused on Human Resources and Payroll. Each of the SunGardHE consultants were experts in these areas and both areas benefitted and accomplished a great deal during these trainings.

The Network Services team have replaced or supplied the following locations with new computer systems, monitors, and/or printing devices in April, 2010.

<table>
<thead>
<tr>
<th>Area</th>
<th>Wharton</th>
<th>Fort Bend Technical Center</th>
<th>Sugar Land</th>
<th>Bay City</th>
</tr>
</thead>
<tbody>
<tr>
<td>Division of Allied Health</td>
<td>1 Printer</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Business Office</td>
<td>1 Printer</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Division of Social and Behavioral Science</td>
<td>0</td>
<td>1 printer</td>
<td>1 cpu</td>
<td>0</td>
</tr>
<tr>
<td>Division of Technology &amp; Business</td>
<td>1 printer</td>
<td>1 cpu, 1 monitor</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Office of VP of Technology/IR</td>
<td>4 cpus</td>
<td>1 laptop</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Office of Marketing and Communications</td>
<td>0</td>
<td>1cpu, 1 monitor, 1 printer</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>
Work Request by category for the month of April, 2010.

<table>
<thead>
<tr>
<th>Category</th>
<th>New Service Request for the month</th>
<th>Of the New Service Request Total Completed</th>
<th>Total Completed Service Request</th>
<th>Total Remaining Open Service Request</th>
</tr>
</thead>
<tbody>
<tr>
<td>Account Management</td>
<td>5</td>
<td>5</td>
<td>6</td>
<td>6</td>
</tr>
<tr>
<td>Banner Access/Security</td>
<td>13</td>
<td>12</td>
<td>16</td>
<td>19</td>
</tr>
<tr>
<td>Banner AR</td>
<td>4</td>
<td>3</td>
<td>7</td>
<td>0</td>
</tr>
<tr>
<td>Banner Finance</td>
<td>6</td>
<td>4</td>
<td>12</td>
<td>22</td>
</tr>
<tr>
<td>Banner Financial Aid</td>
<td>12</td>
<td>5</td>
<td>5</td>
<td>18</td>
</tr>
<tr>
<td>Banner HR</td>
<td>1</td>
<td>1</td>
<td>3</td>
<td>17</td>
</tr>
<tr>
<td>Banner ID</td>
<td>5</td>
<td>0</td>
<td>5</td>
<td>52</td>
</tr>
<tr>
<td>Banner Payroll</td>
<td>4</td>
<td>1</td>
<td>2</td>
<td>28</td>
</tr>
<tr>
<td>Banner Student</td>
<td>15</td>
<td>3</td>
<td>14</td>
<td>133</td>
</tr>
<tr>
<td>Change of Office</td>
<td>2</td>
<td>2</td>
<td>2</td>
<td>3</td>
</tr>
<tr>
<td>Computers</td>
<td>109</td>
<td>85</td>
<td>112</td>
<td>34</td>
</tr>
<tr>
<td>Data Projectors</td>
<td>2</td>
<td>0</td>
<td>0</td>
<td>3</td>
</tr>
<tr>
<td>Database Administration</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>3</td>
</tr>
<tr>
<td>Employment Changes</td>
<td>1</td>
<td>1</td>
<td>4</td>
<td>1</td>
</tr>
<tr>
<td>HP3000/MiniSoft</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Network Services</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Printers</td>
<td>19</td>
<td>14</td>
<td>21</td>
<td>10</td>
</tr>
<tr>
<td>Reporting</td>
<td>41</td>
<td>19</td>
<td>34</td>
<td>172</td>
</tr>
<tr>
<td>Software</td>
<td>8</td>
<td>4</td>
<td>4</td>
<td>10</td>
</tr>
<tr>
<td>Telephones</td>
<td>9</td>
<td>8</td>
<td>9</td>
<td>6</td>
</tr>
<tr>
<td>TracDat</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Training</td>
<td>4</td>
<td>4</td>
<td>7</td>
<td>3</td>
</tr>
<tr>
<td>Web Services</td>
<td>165</td>
<td>165</td>
<td>165</td>
<td>3</td>
</tr>
<tr>
<td>Workstation Assessment</td>
<td>3</td>
<td>2</td>
<td>2</td>
<td>4</td>
</tr>
<tr>
<td></td>
<td>Last Year</td>
<td>Current Year</td>
<td>Increase/Decrease</td>
<td></td>
</tr>
<tr>
<td>--------------------------------</td>
<td>-----------</td>
<td>--------------</td>
<td>-------------------</td>
<td></td>
</tr>
<tr>
<td>Number of Applicants</td>
<td>3,454</td>
<td>4,502</td>
<td>1,048</td>
<td></td>
</tr>
<tr>
<td>Number of Eligible Applications</td>
<td>2,699</td>
<td>3,607</td>
<td>908</td>
<td></td>
</tr>
<tr>
<td>Number of Ineligible Applications</td>
<td>755</td>
<td>895</td>
<td>140</td>
<td></td>
</tr>
<tr>
<td>Number of Pell Grant Recipients</td>
<td>1,480</td>
<td>2,057</td>
<td>577</td>
<td></td>
</tr>
<tr>
<td>Pell Grant Funds Awarded</td>
<td>5,277,692</td>
<td>8,774,705</td>
<td>3,497,013</td>
<td></td>
</tr>
<tr>
<td>College Work Study Program Funds Expended</td>
<td>52,498</td>
<td>80,605</td>
<td>28,107</td>
<td></td>
</tr>
<tr>
<td>Monthly Work Study Workers</td>
<td>32</td>
<td>33</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>Number of Supplemental Grant (SEOG Recipients)</td>
<td>145</td>
<td>176</td>
<td>31</td>
<td></td>
</tr>
<tr>
<td>SEOG Funds Awarded</td>
<td>145,000</td>
<td>176,000</td>
<td>31,000</td>
<td></td>
</tr>
<tr>
<td>Number of Guaranteed Student Loan Recipients</td>
<td>1,471</td>
<td>3,005</td>
<td>1,534</td>
<td></td>
</tr>
<tr>
<td>Guaranteed Student Loan Funds Awarded</td>
<td>5,448,162</td>
<td>10,866,428</td>
<td>5,418,266</td>
<td></td>
</tr>
<tr>
<td>Number of LEAP/SLEAP Recipients</td>
<td>13</td>
<td>14</td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>PSIG/LEAP Funds Awarded</td>
<td>13,092</td>
<td>13,863</td>
<td>771</td>
<td></td>
</tr>
<tr>
<td>Number of Texas Public Education Grant Recipients</td>
<td>315</td>
<td>454</td>
<td>139</td>
<td></td>
</tr>
<tr>
<td>TPEG Funds Awarded</td>
<td>314,500</td>
<td>454,000</td>
<td>139,500</td>
<td></td>
</tr>
<tr>
<td>Number of Veterans Certified</td>
<td>241</td>
<td>247</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Number of Scholarship Applicants</td>
<td>1,809</td>
<td>1,831</td>
<td>22</td>
<td></td>
</tr>
<tr>
<td>Scholarship Funds Awarded</td>
<td>1,077,486</td>
<td>1,298,295</td>
<td>220,809</td>
<td></td>
</tr>
<tr>
<td>TOTAL ALL FUNDS</td>
<td>$12,328,430</td>
<td>$21,663,896</td>
<td>$9,335,466</td>
<td></td>
</tr>
<tr>
<td>TESTS ADMINISTERED</td>
<td>SEP</td>
<td>OCT</td>
<td>NOV</td>
<td>DEC</td>
</tr>
<tr>
<td>--------------------</td>
<td>-----</td>
<td>-----</td>
<td>-----</td>
<td>-----</td>
</tr>
<tr>
<td>ACT (Local)</td>
<td>2</td>
<td>0</td>
<td>10</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>3</td>
<td>7</td>
<td>2</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>0</td>
<td>3</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>ACT (Local) - TOTAL</td>
<td>5</td>
<td>14</td>
<td>17</td>
<td>14</td>
</tr>
<tr>
<td>ACT (National)</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>ASSET / THEA</td>
<td>30</td>
<td>4</td>
<td>15</td>
<td>97</td>
</tr>
<tr>
<td></td>
<td>7</td>
<td>14</td>
<td>63</td>
<td>131</td>
</tr>
<tr>
<td></td>
<td>14</td>
<td>0</td>
<td>23</td>
<td>90</td>
</tr>
<tr>
<td>ASSET / THEA - TOTAL</td>
<td>51</td>
<td>18</td>
<td>161</td>
<td>318</td>
</tr>
<tr>
<td>SLEP Test</td>
<td>2</td>
<td>3</td>
<td>7</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>3</td>
<td>2</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>2</td>
<td>1</td>
<td>4</td>
<td>0</td>
</tr>
<tr>
<td>SLEP Test - TOTAL</td>
<td>7</td>
<td>6</td>
<td>15</td>
<td>6</td>
</tr>
<tr>
<td>Correspondence Tests</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>2</td>
</tr>
<tr>
<td></td>
<td>9</td>
<td>14</td>
<td>8</td>
<td>6</td>
</tr>
<tr>
<td></td>
<td>2</td>
<td>8</td>
<td>9</td>
<td>1</td>
</tr>
<tr>
<td>Correspondence Test - TOTAL</td>
<td>11</td>
<td>23</td>
<td>17</td>
<td>15</td>
</tr>
<tr>
<td>GED Test</td>
<td>1</td>
<td>21</td>
<td>58</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>1</td>
<td>4</td>
<td>11</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>7</td>
<td>6</td>
<td>67</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>0</td>
<td>0</td>
<td>5</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>GED Test - TOTAL</td>
<td>9</td>
<td>35</td>
<td>141</td>
<td>0</td>
</tr>
<tr>
<td>Instructor Exams</td>
<td>14</td>
<td>44</td>
<td>23</td>
<td>23</td>
</tr>
<tr>
<td></td>
<td>11</td>
<td>21</td>
<td>26</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>4</td>
<td>7</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>Instructor Exams - TOTAL</td>
<td>29</td>
<td>72</td>
<td>60</td>
<td>25</td>
</tr>
<tr>
<td>Nelson-Denny Test</td>
<td>1</td>
<td>6</td>
<td>7</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>0</td>
<td>5</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td></td>
<td>3</td>
<td>0</td>
<td>3</td>
<td>1</td>
</tr>
<tr>
<td>Nelson-Denny Test - TOTAL</td>
<td>2</td>
<td>19</td>
<td>11</td>
<td>5</td>
</tr>
<tr>
<td>Placement Tests</td>
<td>15</td>
<td>18</td>
<td>6</td>
<td>5</td>
</tr>
<tr>
<td></td>
<td>2</td>
<td>1</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td></td>
<td>5</td>
<td>4</td>
<td>7</td>
<td>5</td>
</tr>
<tr>
<td>Placement Tests - TOTAL</td>
<td>22</td>
<td>23</td>
<td>13</td>
<td>16</td>
</tr>
<tr>
<td>Quick THEA Exams</td>
<td>1</td>
<td>30</td>
<td>51</td>
<td>35</td>
</tr>
<tr>
<td></td>
<td>8</td>
<td>13</td>
<td>26</td>
<td>17</td>
</tr>
<tr>
<td></td>
<td>13</td>
<td>28</td>
<td>54</td>
<td>0</td>
</tr>
<tr>
<td>QuickTHEA Exams - TOTAL</td>
<td>28</td>
<td>73</td>
<td>132</td>
<td>82</td>
</tr>
<tr>
<td>THEA Test</td>
<td>0</td>
<td>9</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>VCT Test</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td></td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>VCT Test - TOTAL</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>TOTAL - ALL TESTS</td>
<td>164</td>
<td>281</td>
<td>506</td>
<td>646</td>
</tr>
</tbody>
</table>
Reports from College Governance Councils

The following are minutes from the College Governance Councils:

A. Academic Affairs Council

B. Faculty Council

C. President's Extended Cabinet

1. President’s Extended Cabinet meeting minutes for February 11, 2010

2. President’s Extended Cabinet meeting minutes for March 11, 2010

3. President’s Extended Cabinet meeting minutes for April 15, 2010
Extended Cabinet Meeting

1. **Extended Cabinet Meeting Minutes**

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date</td>
<td>February 11, 2010</td>
</tr>
<tr>
<td>Time</td>
<td>3:00 P.M.</td>
</tr>
<tr>
<td>Location</td>
<td>Curriculum Development Center</td>
</tr>
</tbody>
</table>

2. **Attendees**

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chair</td>
<td>Ms. Betty McCrohan, President</td>
</tr>
<tr>
<td>Minute-Taker</td>
<td>Ms. Deanna Feyen, Executive Secretary to the President</td>
</tr>
<tr>
<td>Attendees</td>
<td>Dr. Ty Pate; Mr. Bryce Kocian; Ms. Pam Youngblood; Teresa Barrios; Mr. Ben Brink; Ms. Darlene Byrd; Mr. Frank Cisneros; Ms. Leigh Ann Collins; Mr. Cody Cooksey; Mr. Kevin Dees; Mr. Mike Feyen; Mr. Scott Glass; Ms. Linda Graham; Mr. Silvano Grosso; Ms. Patti Lawlor; Ms. Debbie Lutriinger; Ms. Liz McLane; Mr. Tim Periard; Ms. Karen Preisler; Mr. Tommy Regan; Mr. Ken Rosier; Ms. Margaret Sherrod; Ms. Natalie Stavinoha; Mr. Robert Wolter; Mr. Gus Wessels; and Mr. Philip Wuthrich</td>
</tr>
</tbody>
</table>

3. **Agenda**

<table>
<thead>
<tr>
<th>Topic</th>
<th>Owner</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Call to order</td>
<td></td>
</tr>
<tr>
<td>2. Faculty Items</td>
<td></td>
</tr>
<tr>
<td>3. Student Concerns</td>
<td></td>
</tr>
<tr>
<td>4. Other Items:</td>
<td></td>
</tr>
<tr>
<td>4.1. Regulation 875: Remediation of Performance:</td>
<td></td>
</tr>
<tr>
<td>Contract Employees</td>
<td></td>
</tr>
<tr>
<td>5. Adjourn</td>
<td></td>
</tr>
</tbody>
</table>

4. **Information Items**

<table>
<thead>
<tr>
<th>Description</th>
<th>Date</th>
<th>Participants</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Call to order 3:00 P.M.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Faculty Items:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Liz McLane asked for an update on computer issues and bandwidth. Pam stated that it was in AT&amp;T’s corner and the rain has halted any progress. AT&amp;T’s timeline is 60-90 days dependent on the weather. Cody asked about wireless internet. Betty stated that wireless has not been addressed at this time. Betty asked Pam to send an everyone email on the status of the bandwidth when it is available. Kevin stated that there are two professional development fund forms to fill out. One form is an application that is tied to Reg. 888 and the other form is a request for leave form associated with</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Regs. 482 and 484. Kevin explained the forms purpose and asked if the two forms could be combined into one form. Bryce stated that the second form is also used for administrators. Betty will consider combining the two forms.

3. Student Concerns:
Cody stated that there is a communication problem between the various WCJC organizations' presidents. When a president leaves, there is too much time before an email is revealed for the new president. They would like an email address set up within the college database. Betty asked Pam to consider the email issue. Cody stated that the cash box for one of the organizations is too big to fit in the safe at Sugar Land and could the college purchase a larger safe. Robert will handle the safe issue.
Frank stated that there is intermittent internet problems in the girls dorm. Mike Feyen will handle the complaint. Frank asked if it was an option to open the basement of the Student Center after the water is removed. Betty stated that there were more issues than just water in the basement, but she would defer the issue to Dr. Taylor. Patti will pass the information to Dr. Taylor.

4. Other Items: Regulation 875
Betty stated that she is sending several regulations for legal review. The blue highlights on Reg. 875 are legal corrections. Betty reviewed the regulation changes. Liz noted that there were numbering problems and the second III should be IV. The change will be made on the regulation. Liz stated that faculty council was concerned about changing the word evidence to information throughout the document. Betty explained why the changes were made. Evidence is used in a court of law and that is not necessary in our hearings. Faculty council asked for a legal review. Betty stated that the changes were made by an attorney. Faculty council asked for another legal review. Betty stated that she would discuss the change with the attorney. Betty asked for faculty council to document their suggestions in writing and send them to her office for her consideration.

5. Patti stated that SGA was going to Blinn this weekend for their regional meeting.
Pam's area is in the testing phase of Banner 8. The upgrade will take place the first weekend of March if things go well with testing.
Cody stated that he was able to negotiate with Chick-Fil-A to donate 10% of their proceeds on Friday to go to an organization at WCJC.

7. **Action Items**

<table>
<thead>
<tr>
<th>New Action Items</th>
<th>Owner</th>
<th>Due Date</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Pam will send an everyone email regarding the status of the bandwidth when it is available.</td>
<td>Pam Youngblood</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Betty will consider combining the two professional development forms.</td>
<td>Betty McCrohan</td>
<td></td>
</tr>
<tr>
<td>---</td>
<td>---------------------------------------------------------------------</td>
<td>----------------</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Pam will consider the email issue for the various WCJC organizations.</td>
<td>Pam Youngblood</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Robert will handle the safe issue at the Sugar Land campus.</td>
<td>Robert Wolter</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>Mike will look into the intermittent internet problems at the girl’s dorm.</td>
<td>Mike Feyen</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Patti will talk to Dr. Taylor about the request to reopen the basement of the Student Center.</td>
<td>Patti Lawlor &amp; Dr. Taylor</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Reg. 875 has numbering errors. The second III. should be IV.</td>
<td>President’s office</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Betty will review the faculty concerns over the change in wording.</td>
<td>Betty McCrohan</td>
<td></td>
</tr>
<tr>
<td>9</td>
<td>Betty asked faculty council to document their suggestions for Reg. 875 in writing and send them to her office for her consideration.</td>
<td>Faculty Council</td>
<td></td>
</tr>
</tbody>
</table>

5. Adjournment

<table>
<thead>
<tr>
<th></th>
<th>Owner</th>
<th>Due Date</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>The meeting adjourned at 3:35 P.M.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
## Extended Cabinet Meeting

### 1. Extended Cabinet Meeting Minutes

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date</td>
<td>March 11, 2010</td>
</tr>
<tr>
<td>Time</td>
<td>3:00 P.M.</td>
</tr>
<tr>
<td>Location</td>
<td>Curriculum Development Center</td>
</tr>
</tbody>
</table>

### 2. Attendees

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chair</td>
<td>Ms. Betty McCrohan, President</td>
</tr>
<tr>
<td>Minute Taker</td>
<td>Ms. Deanna Feyen, Executive Secretary to the President</td>
</tr>
<tr>
<td>Attendees</td>
<td>Mr. Bryce Kocian; Ms. Pam Youngblood; Ms. Darlene Byrd; Ms. Leigh Ann Collins; Mr. Cody Cooksey; Mr. Mike Feyen; Mr. Scott Glass; Mr. Will Heierman; Mr. Ed Humme; Ms. G.G. Hunt; Ms. Karen Preisler; Ms. Sharon Prince; Mr. Tommy Regan; Ms. Pat Rehak; Ms. Lindsay Shimel; Ms. Natalie Stavinhoa; Dr. Wayne Taylor; Mr. Gus Wessels; Mr. Robert Wolter; and Mr. Philip Wuthrich</td>
</tr>
</tbody>
</table>

### 3. Agenda

<table>
<thead>
<tr>
<th>Topic</th>
<th>Owner</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Call to order</td>
<td></td>
</tr>
<tr>
<td>2. Faculty Items</td>
<td></td>
</tr>
<tr>
<td>A. Consolidation of Professional Development Funds Forms</td>
<td></td>
</tr>
<tr>
<td>B. Bookstore at the Sugar Land campus</td>
<td></td>
</tr>
<tr>
<td>C. Update on computer bandwidth</td>
<td></td>
</tr>
<tr>
<td>D. 5% budget cuts in the state appropriations</td>
<td></td>
</tr>
<tr>
<td>3. Student Concerns</td>
<td></td>
</tr>
<tr>
<td>A. Email issue regarding various WCJC Organizations (PTK, Government, etc.)</td>
<td></td>
</tr>
<tr>
<td>B. Update on opening the basement of the Student Center-Patti Lawlor</td>
<td></td>
</tr>
<tr>
<td>4. Other Items:</td>
<td></td>
</tr>
<tr>
<td>5. Adjourn</td>
<td></td>
</tr>
</tbody>
</table>

### 4. Information Items

<table>
<thead>
<tr>
<th>Description</th>
<th>Date</th>
<th>Participants</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Call to order 3:00 P.M.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Faculty Items:</td>
<td></td>
<td></td>
</tr>
<tr>
<td>A. Consolidation of Professional Development Funds Form-Betty is in agreement to consolidate the two forms (Request for Approval of Professional Leave, Application for Professional Development Fund).</td>
<td></td>
<td></td>
</tr>
<tr>
<td>B. Bookstore at the Sugar Land campus – The bookstore will be open next semester.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
C. Update on computer bandwidth – Pam stated that AT&T will begin laying fiber next week. Will asked about the Sugar Land campus. Pam stated that laying the fiber for the Wharton campus will give Sugar Land more bandwidth because Sugar Land is connected to the Wharton campus. Pam is still working on the plan for the other campuses.

D. 5% budget cuts in the state appropriations – Betty stated that she sent an everyone email concerning the 5% reduction. The documents are posted on the WCJC website. Betty submitted to the Governor a plan with strategies on cutting the budget. As of this date the college has not been asked to send back the funds pertaining to the 5% reduction. Will expressed appreciation from the faculty council. He also stated that Faculty Council would like to be involved in the survival strategies. Will stated that the faculty is concerned about across the board budget cuts, instead of looking at individual areas to cut. Betty stated that a program has never been cut without input from the administration over the areas. Will asked if the faculty council could help. Betty stated that she did not need help at this time but all employees should look at their own areas.

3. Student Concerns:
   A. Email issue regarding various WCJC organizations (PTK, Government, etc.) – Pam has researched the email issue and has sent an email to Dr. Taylor for the procedure.
   B. Update on opening the basement of the Student Center – Patti Lawlor – Patti issued a statement by email in her absence. The basement of the Pioneer Student Center cannot be used for student activities because of continuous safety issues with water standing on the floors. This problem has not been resolved and until it is, the safety of students is my major concern. If the safety issue is resolved, then we might address the other issues.

4. Other Items:
   Cody Cooksey stated that he has been asked to write the procedures for the student email. He asked if there was a procedure for faculty. Pam stated that the standards and guidelines are on the Intranet along with appropriate use procedures. The email addresses will not be issued until the procedures are received by Pam.
   Pam sent an everyone email regarding the power outage for the weekend.
   Scott stated that the water will be turned off at the Fort Bend Technical Center next week to fix leaks. Mike will send an email.

5. Adjourn
7. **Action Items**

<table>
<thead>
<tr>
<th>New Action Items</th>
<th>Owner</th>
<th>Due Date</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Cody Cooksey will write the procedures for student emails regarding clubs.</td>
<td>Cody Cooksey</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Mike will send an email regarding the water shut off at the Fort Bend Technical Center.</td>
<td>Mike Feyen</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

5. **Adjournment**

<table>
<thead>
<tr>
<th></th>
<th>Owner</th>
<th>Due Date</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. The meeting adjourned at 3:20 P.M.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
**Extended Cabinet Meeting**

1. **Extended Cabinet Meeting Minutes**

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date</td>
<td>April 15, 2010</td>
</tr>
<tr>
<td>Time</td>
<td>3:00 P.M.</td>
</tr>
<tr>
<td>Location</td>
<td>Curriculum Development Center</td>
</tr>
</tbody>
</table>

2. **Attendees**

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chair</td>
<td>Ms. Betty McCrohan, President</td>
</tr>
<tr>
<td>Minute Taker</td>
<td>Ms. Deanna Feyen, Executive Secretary to the President</td>
</tr>
<tr>
<td>Attendees</td>
<td>Dr. Ty Pate; Mr. Bryce Kocian; Ms. Darlene Byrd; Mr. Frank Cisneros; Ms. Leigh Ann Collins; Mr. Kevin Dees; Mr. Mike Feyen; Mr. Scott Glass; Mr. Ed Humme; Ms. Patti Lawlor; Ms. Debbie Luttringer; Ms. Liz McLane; Mr. Dominick Morales; Ms. Karen Preiser; Mr. Tommy Regan; Ms. Natalie Stavinoha; Dr. Wayne Taylor; Mr. Gus Wessels; Mr. Robert Wolter; and Mr. Philip Wuthrich</td>
</tr>
</tbody>
</table>

3. **Agenda**

<table>
<thead>
<tr>
<th>Topic</th>
<th>Owner</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Call to order</td>
<td></td>
</tr>
<tr>
<td>2. Faculty Concerns</td>
<td></td>
</tr>
<tr>
<td>3. Student Concerns</td>
<td></td>
</tr>
<tr>
<td>4. Other Items</td>
<td></td>
</tr>
<tr>
<td>5. Adjourn</td>
<td></td>
</tr>
</tbody>
</table>

4. **Information Items**

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Date</th>
<th>Participants</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Call to order</td>
<td>3:00 P.M.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2. Faculty Items</td>
<td>None</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. Student Concerns</td>
<td>Frank Cisneros, SGA President, stated that he heard a rumor that the dorms will be shutting down. Betty stated that the dorms will remain open and the only issues are with the sprinklers. Dominick Morales stated that he heard a rumor that the internet will be shut down in the dorms. Philip stated that there have been some illegal downloads and that WCJC is responsible. At this time the course of action has not been decided. Dominick announced that the SGA will be attending the state conference in Corpus Christi next week.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. Other Items</td>
<td>Gus asked about the summer hours. Betty stated that she has not made her decision.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5. Adjourn</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
7. **Action Items**

<table>
<thead>
<tr>
<th>No.</th>
<th>New Action Items</th>
<th>Owner</th>
<th>Due Date</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

5. **Adjournment**

<table>
<thead>
<tr>
<th>No.</th>
<th>Description</th>
<th>Owner</th>
<th>Due Date</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>The meeting adjourned at 3:15 P.M.</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
WHARTON COUNTY JUNIOR COLLEGE DISTRICT

AGENDA BRIEF

AGENDA ITEM VIII-D

Clipping Service for Month of April 2010

-Each month a newspaper clipping service reviews the area newspapers and clips articles related to Wharton County Junior College. These are compiled into a monthly report for the information of the Board of Trustees. The clippings are for the month of April 2010.
Wharton County Junior College and Brazosport College

College pair up on degree plan

Wharton County Junior College (WCJC) and Brazosport College (BC) entered into an articulation agreement for a bachelor of applied technology degree, which was recently signed at Wharton County Junior College.

The mission of the bachelor of applied technology program at BC is to educate, train, and develop successful business leaders and managers who are prepared to utilize technology and leadership skills to the competitive advantage of their enterprise. The program builds upon a general education core, technology and other courses completed in the first two years of college.

It is designed to add management skills to the technical skills of the trained technician so that he or she may move into supervisory positions. The coursework includes a variety of business, finance, technology and people management skills. The degree will allow students to graduate with a major in industrial management.

Requirements for admission to the program include college level skills in reading, writing and mathematics as evidenced by approved placement testing or previous college level coursework; a grade of C or better on all lower division core technical courses, including internships; have 18 hours or less of remaining course work when seeking admission; complete the Brazosport College application for admission and the supplemental application for admission to the bachelor of applied technology program. All supplemental applications must be approved by the Applied Technology Admissions Committee.

“The articulation agreement provides two transfer options, including a general technology management specialty that allows up to 68 transfer hours, as well as a Process Operations Management specialty that allows 75 transfer hours,” said Brazosport College Dean of Educational Programs and Services Ken Tasa. “Safety, Health and Environmental Management and Business Management Specialties also allow 75 transfer hours.

“Tasa said. “With this agreement in place, students can earn anywhere from 68 to 75 credits toward our 120-hour degree while at Wharton County Junior College.”

Completion requirements for the degree include satisfactorily completing a minimum of 120 credit hours of baccalaureate level credits, of which 45 must be completed at Brazosport College; completion of the BC general education core curriculum (45 credit hours); completion of at least 49 credit hours in 3000 level courses or above; completion of all program of study requirements with a minimum 2.0 grade point average on all course work attempted and all courses within the major; and Spanish proficiency.

Wharton County Junior College and Brazosport College have entered into an articulation agreement for a bachelor of applied technology degree, which was recently signed at Wharton County Junior College. From the left, seated are BC President Dr. Milliecut Vafa and WCJC President Betty McDermott. Behind them are the BC Dean of Educational Programs and Services Ken Tasa and Dr. Ty Pate, WCJC Senior Vice President of Instruction, on the right.
**Beginning Computers for Seniors**

Wharton County Junior College Continuing Education Department will offer a beginning computers class at the Bay City Campus. The course is scheduled for 9 a.m. to 1 p.m. on Saturdays April 10-24. This course is designed for adults who are interested in learning the basics of computers, internet and email in a slow paced, fun environment. Learn how to use a computer to send greetings and pictures to family and friends, “surf” the Web, shop, pay bills online, compose letters and much more.

For information or to register, please call Jessica Douglas at (979) 532-6324 or toll free at (800) 561-9252 ext. 6324.

---

**WCJC Presents Holy Week Concert**

The Wharton County Junior College Concert Choir and Chamber Singers present The Holy Week Concert at 7 p.m. Tuesday, March 30 at Holy Family Catholic Church, 2011 Briar Lane in Wharton. Admission is free; Handel's "Messiah" is the centerpiece. Call 532-6300.
WCJC wants higher tuition, tax

Wharton County Junior College is proposing tuition and tax increases in response to Gov. Rick Perry's request officials shave 5 percent from the state appropriation this year and the next.

In a letter to the governor and other state legislators, WCJC President Betty McCrohan expressed concern about the long-term effects.

"The future of our state depends on an educated workforce, and reductions in educational opportunities for the growing number of unemployed and under-employed citizens could undermine the state's ability to respond to future opportunities," she said.

Given that the 2010 fiscal year is half over, McCrohan said the timing of the request "problematic." WCJC's 5 percent reduction this year totals $421,745.

"Classes are already in progress for the spring semester and most appropriations have already been obligated for instructional expenses," McCrohan said, adding that growing enrollment adds to the issue.

WCJC experienced an 11 percent growth in fall 2009 and nearly 14 percent in spring 2010.

"Any reduction in state appropriations will impact the college's ability to meet the increasing demand for educational services for our students, many of whom are first time in college and demonstrate unmet financial need," McCrohan said.

For 2011, WCJC's reduction will be $421,744 – one dollar less than fiscal year 2010. Because of the college's small tax base, McCrohan says the current tax rate will not generate sufficient revenues to offset the projected reductions.

Other strategies proposed by WCJC to meet the funding cuts, she said, include:

- Reducing travel and limiting purchases,
- Postponing expansion or development of new workforce programs,
- Delaying implementation of special and community service programs like tutoring, mandatory advising and learning centers,
- Postponing implementation of new P-16 initiatives with public schools in the WCJC service area.
Concealed Handgun License Training Course

Wharton County Junior College Continuing Education Department will offer a Concealed Handgun License Training course at the Wharton campus from 8 a.m. to 6 p.m. on April 10. This course is mandatory to obtain the endorsement required for the issuance of a Concealed Handgun License in Texas. Registration must be made in advance. Please register early because class size is limited to 15 students. For more information or to register, please call Jessica Douglas at (979) 532-6324 or toll free (800) 561-9252 ext. 6324.

WCJC Holy Days Concert

The Wharton County Junior College Concert Choir will perform the annual "Holy Days Concert" at 7 p.m. on Tuesday, March 30 at the Holy Family Catholic Church. The choir will be performing Handel's "Messiah," which will be sung by the choir in Carnegie Hall on Easter Sunday.
Sports Calendar

Friday, March 26
- Hempstead at East Bernard Baseball, JV/V, 4:30-7 p.m.
- Hempstead at East Bernard Softball, V, 6:30 p.m.

Saturday, March 27
- East Bernard Track at East Bernard Meet, g/G/b/B, TBA
- WCJC at Alvin College (2), noon

Monday, March 29
- East Bernard Golf at Palacios Tournament, G/B, TBA
- East Bernard Golf at Edna Tournament, B, TBA

Tuesday, March 30
- East Bernard Golf at Palacios Tournament, G/B, TBA
- East Bernard Baseball at Brazos, JV/V, 4:30-7 p.m.
- East Bernard Golf at Edna Tournament, B, TBA
- East Bernard Softball at Brazos, JV/V, 5-6:30 p.m.

Wednesday, March 31
- San Jacinto College at WCJC, 2 p.m.
- - designates district/conference game
El Campo
Leader-News
El Campo, TX
Circ. 4994
From Page:
4
3/27/2010
91472

TUESDAY, MARCH 30

WQC Presents Holy Week Concert
Wharton County Junior College Concert Choir and Chamber Singers present The Holy Week Concert at 7 p.m. Tuesday, March 30 at Holy Family Catholic Church, 2011 Bhar Lane in Wharton. Admission is free; Handel's "Messiah" is the centerpiece. Call 532-6300.

WQC computer class
Wharton County Junior College Continuing Education Department will offer a beginning computers class at the Bay City Campus. The course dates are Saturdays, April 10-24, from 9 a.m. to 1 p.m. This course is designed for adults who are interested in learning the basics of computers, Internet, and e-mail in a slow paced, fun environment. Learn how to use a computer to send greetings and pictures to family and friends, "surf" the Web, shopping, pay bills online, compose letters and much more! For more information or to register, please call Jessica Douglas at (979) 532-6324 or toll free (800) 561-9252 ext. 6324.
WCJC Holy Days Concert

The Wharton County Junior College Concert Choir will perform the annual "Holy Days Concert" at 7 p.m. on Tuesday, March 30 at the Holy Family Catholic Church. The choir will be performing Handel's "Messiah," which will be sung by the choir in Carnegie Hall on Easter Sunday.

WCJC Senior Citizen Fundraiser

The Wharton County Junior College Senior Citizen Program will be holding a BBQ Stuffed Baked Potato Fundraiser co-sponsored by Angels Care Home Health from 11 a.m. to 1:30 p.m. on Wednesday, April 14 at the WCJC/LaDieu Technology Center, 911 Boling Highway. This will be a pre-sale ticket drive-through only with tickets priced at $6. For tickets, call the senior office at 532-6430 or Kelli Rose at 979-358-0404. The pick up site and time for East Bernard is Savon Drugs from 11:45 a.m. to 12:15 p.m. and in El Campo at the STMC Parking Lot from 11:45 to 12:15 p.m.
WGJC Information Meeting At Northside
Recruiting and financial aid representatives of Wharton County Junior College will be at Northside Education Center, 707 Fahrenthold, from 4-6 p.m. Tuesday, April 6 to discuss admissions, registration, educational programs/degrees, testing and financial aid. Current cata-

logs and schedules for credit and continuing education classes will be available.

Derby Dolls Present Spring Show
The Derby Dolls present their annual Spring Show at 7 p.m. Thursday, April 8 in the El Campo High School Ricebird Gym. Cost is $5/adults, $3/students.
Wharton Wave track
Anyone between the ages of 7 and 18 and interested in becoming a member of the Wharton Wave, a spring/summer track and field program, can register at the office of Just Do It Now, Inc. at the Dawson Resource Center through Wednesday, March 31 between the hours of noon and 6 p.m. The registration fee is $30 and first-time applicants need to bring a copy of their birth certificate. For more information, call Carolyn at 531-1975. After 6 p.m., call 979-705-6167 and leave a message.

Babe Ruth registration
Wharton Babe Ruth Baseball has scheduled player registration dates for the upcoming season. The deadline for players ages 16-18 is May 1. Players can sign up at Stephenson and Co., 1609 N. Richmond Rd., Wharton, between the hours of 8:30 a.m. and 4:30 p.m. Monday through Friday. Forms and information are available on the league’s Web site at www.leadingleague-up.com/whartonbrb or by contacting ETX District 1 Commissioner William Loocke at 532-8550 or 533-0148.

Boling Youth Football
The Boling Youth Football program will have a meeting to elect board members at 3 p.m. on Sunday, March 28 at the Boling Fire Station. Anyone that would like to be involved may attend.

Sports Calendar
Wednesday, March 24
- Alvin College at WCJC Baseball, 6 p.m.

Thursday, March 25
- Boling Golf at Boling JV Tournament, JV, 8:30 a.m.
- Wharton Tennis at Brazoswood Dual, 8 a.m.

Friday, March 26
- Boling Baseball at Van Vleck, JV/V, 4:30-7 p.m.
- Boling Softball at Van Vleck, V, 6 p.m.
- Hempstead at East Bernard Baseball, JV/V, 4:30-7 p.m.
- Hempstead at East Bernard Softball, V, 6:30 p.m.

Saturday, March 27
- Boling, East Bernard Track at East Bernard Meet, g/G/b/B, TBA
- Wharton Baseball at St. Thomas, JV/V, 1:30-4 p.m.
- Wharton Track at Calhoun Relays, g/G/b/B, TBA
- WCJC at Alvin College (2), noon

Monday, March 29
- Boling/East Bernard Golf at Palacios Tournament, G/B, TBA
- East Bernard Golf at Edna Tournament, B, TBA

Tuesday, March 30
- Hitchcock at Boling Baseball, JV/V, 4:30-7 p.m.
- Boling/East Bernard Golf at Palacios Tournament, G/B, TBA
- Hitchcock at Boling Softball, V, 4 p.m.
- East Bernard Baseball at Brazos, JV/V, 4:30-7 p.m.
- East Bernard Golf at Edna Tournament, B, TBA
- East Bernard Softball at Brazos, JV/V, 5:30 p.m.
- Wharton Baseball at Needville, JV/V, 5:30 p.m.
- Wharton Softball at Needville, JV/V, 5:30 p.m.
- Wharton Tennis at Victoria Quad in Wharton, 4 p.m.

Wednesday, March 31
- San Jacinto College at WCJC Baseball, 2 p.m.

Thursday, April 1
- Boling Track at Raider Relays, b/G/b/B, TBA

Friday, April 2
- Boling at Wharton Baseball, JV/V, 7:30 p.m.
- Stafford at Wharton Softball, JV/V, 5-7 p.m.
- Wharton Track at Sweeny Bulldog Relays, g/b/G/b/B, TBA
- WCJC Baseball v. San Jacinto, 2, Houston, 1 p.m.

Monday, April 5
- East Bernard Golf at East Bernard Tournament at Wharton Country Club, G/B, TBA
- East Bernard Tennis at Dist 26-2A Tournament, JV/V, TBA
- Wharton Golf at Wharton JV tournament, JV, 9 a.m.
- Wharton Tennis at Dist 26-3A tournament in Wharton, 8 a.m.
- Schreiner College JV at WCJC Baseball, 2, 1 p.m.

Tuesday, April 6
- Boling Baseball at Tidehaven, JV/V, 4:30-7 p.m.
- Danbury at Boling Softball, 4 p.m.
- Boling Tennis at District 29-2A Tournament at Industrial, 7:30 a.m.
- Hallettsville at East Bernard Baseball, JV/V, 4:30-7 p.m.
- East Bernard Golf at East Bernard Tournament at Wharton Country Club, G/B, TBA
- Hallettsville at East Bernard Softball, JV/V 5-6:30 p.m.
- Wharton Baseball at Columbia, JV/V, 5-7 p.m.
- Wharton Golf at Wharton Tournament, Wharton Country Club, G, 9 a.m.
- Wharton Softball at Columbia, JV/V, 5-7 p.m.

**Wednesday, April 7**

- Boling Tennis at District 29-2A Finals at Industrial, 7:30 a.m.
WCJC choir sings Messiah Tuesday

The Wharton County Junior College Choir will present its annual Holy Days Concert at the Holy Family Catholic Church at 7 p.m. Tuesday.

The choir will be performing Handel’s Messiah which will be sung by the choir in Carnegie Hall on Easter Sunday.

This oratorio is the most popular and performed choral piece in the world.

Churches all over the world perform this oratorio during Christmas and Easter.

Many churches have Messiah sing-alongs for those who have performed Messiah and may join the choirs in singing this great work.

Most of them bring their original scores to use in singing the Messiah, remembering the first time they were privileged to perform this greatest of choral works.

When the Hallelujah Chorus is sung, the audience stands to give honor and glory to God.

The WCJC Choir has forty singers this year. WCJC Choir Director is Lee Lemson and accompanist will be Debra Lemson.
Sidney Hanslik

Dr. Sidney William "Doc" Hanslik of Big Spring passed away on Wednesday, March 24, 2010, at the age of 60 years, 10 months and 21 days. He fought a six-month battle after suffering a massive stroke last September.

A memorial service and celebration of his life will be held today Saturday, March 27, at 11 a.m. at Nalley Pickle Funeral Home Chapel.

The family visitation will immediately follow the memorial service.

Dr. Hanslik was born on May 3, 1949 in Wharton to William and Vlasta Hanslik. He grew up in Wharton attending Wharton Junior College upon graduation from high school. Mr. Hanslik and his many high school and college friends enjoyed life to the max. Following graduation from Wharton Junior College, he transferred to Texas A&M University graduating from the Texas A&M University School of Veterinary Medicine in August of 1974. Shortly thereafter, Dr. Hanslik moved to Big Spring to join Dr. Hank Thompson at Western Hills Animal Clinic. In 1984, he decided to become self-employed. Dr. Hanslik was an outstanding veterinarian who enjoyed his profession.

He enjoyed, most of all, the very close friends he gained through his years of practice. He was an avid hunter and loved to fish.

He did place his love for hunting on hold a few years while he hauled daughter Mandi and her show lambs all over the state of Texas. He was looking forward to the day he could take his granddaughter Cydnee hunting and shop for her show lambs.

Dr. Hanslik is survived by his wife of 30 years, Iva Jo; children Chris and his wife, Catherine, of Houston; Amie Mangine, of Houston; Haley and her husband, Chris, of Dallas; and, Mandi, of Abilene; his granddaughters include, Hayden, Hollyn, and Cydnee; his parents, William and Vlasta Hanslik of Wharton; his sister, Ann and her husband, Kevin Hodges and their children Kelsey and Kyle of Argyle; and a special uncle, Bennie Macha, of Houston.

In 2005, the couple was blessed with another son, Cory Anderson. Dr. Hanslik was preceded in death by his very special grandparents, Joe and Agnes Hanslik, and a special sister-in-law, Judy Thompson.

Iva Jo and Mandi share a very special thanks to all the many wonderful friends for all the love and support during this past six months. Not only have we lost an outstanding country vet but a great husband, father, grandfather and a dear friend to many – both young and old.
Continuing her education

For the past two years, recipients of the Texas Association for Literacy and Adult Education (TALAE) Central Region Scholarships have been students from Wharton County Junior College’s (WCJC) Adult Basic Education Program. The 2009-2010 recipient is Amanda Gonzales of El Campo. She received her GED last spring from WCJC's after attending classes at the Northside Education Center in El Campo. Gonzales, left, was informed of the scholarship by WCJC Director of Continuing Education Christine Nevarez and WCJC Adult Basic Education Specialist Janie Delgado. The TALAE Central Region Scholarship provides $800 in funding for four semesters of college at an accredited higher-education institution. Gonzales attends WCJC and is pursuing an Associate in Applied Science degree in Human Services. For more information about WCJC's Adult Basic Education Program call 532-6552.
Rosenberg.

Concert.

Wharton County Junior College Concert Choir and Chamber Singers give a free Holy Week Concert featuring Handel's "Messiah" 7 p.m. Tuesday at Holy Family Catholic Church, 2011 Briar Lane in Wharton. 979-532-6300.

TUESDAY, APRIL 6

WCIC Information Meeting At Northside

Recruiting and financial aid representatives of Wharton County Junior College will be at Northside Education Center, 707 Fahrengold, from 4-6 p.m. Tuesday, April 6 to discuss admissions, registration, educational programs/degrees, testing and financial aid. Current catalogs and schedules for credit and continuing education classes will be available.
Sports Calendar

**Wednesday, March 31**
- WCJC Basketball at WCJC Baseball, 2 p.m.

**Thursday, April 1**
- Boling Track at Relays, b/g/B, TBA
- Stafford at Wharton Baseball, JV/5S-7:30 p.m.
- Stafford at Wharton Softball, JV/5, 5-7 p.m.
- Wharton Track at Sweeny Bulldog Relays, g/b/g/B, TBA

**Friday, April 2**
- Danbury at Boling Baseball, JV/4, 4:30-7 p.m.

**Monday, April 5**
- East Bernard Golf at East Bernard Tournament at Wharton Country Club, G/B, TBA
- East Bernard Tennis at District 26-2A Tournament, JV/5, TBA
- Wharton Golf at Wharton JV tournament, JV/5, 5-7 p.m.
- Wharton Tennis at District 26-3A tournament in Wharton, 8 a.m.
- Schreiner College JV at WCJC Baseball, 2, 1 p.m.

**Tuesday, April 6**
- Boling Baseball at Tidehaven, JV/4, 4:30-7 p.m.
- Danbury at Boling Softball, 4 p.m.
- Boling Tennis at District 29-2A Tournament at Industrial, 7:30 a.m.
- Hallettsville at East Bernard Baseball, JV/5, 4:30-7 p.m.
- East Bernard Golf at East Bernard Tournament at Wharton Country Club, G/B, TBA
- Hallettsville at East Bernard Softball, JV/5 5-6:30 p.m.
- Wharton Baseball at Columbia, JV/5, 5-7 p.m.
- Wharton Golf at Wharton Tournament, Wharton Country Club, G/5, TBA
- Wharton Softball at Columbia, JV/5, 5-7 p.m.

**Wednesday, April 7**
- Boling Tennis at District 29-2A Finals at Industrial, 7:30 a.m.
- East Bernard Tennis at District 26-2A Tournament, JV/5, TBA
- Wharton Tennis at District 26-3A Tournament in Wharton, 8 a.m.
- Galveston College at WCJC Baseball, 6 p.m.

**Thursday, April 8**
- Wharton Track at Roughneck Relays, g/b/g/B, TBA

**Friday, April 8**
- Sweeny at Wharton Baseball, 5-7:30 p.m.
- Designates district/conference game
Sports Calendar
Thursday, April 1
■ WCJC Baseball v. San Jacinto, 2, Houston, 1 p.m.

Monday, April 5
■ East Bernard Golf at East Bernard Tournament at Wharton Country Club, G/B, TBA
■ East Bernard Tennis at District 25-2A Tournament, JV/V, TBA
■ Schreiner College JV at WCJC Baseball, 2, 1 p.m.

Tuesday, April 6
■ Hallettsville at East Bernard Baseball, JV/V, 4:30 p.m.
■ East Bernard Golf at East Bernard Tournament at Wharton Country Club, G/B, TBA
■ Hallettsville at East Bernard Softball, JV/V 5:6:30 p.m.

Wednesday, April 7
■ East Bernard Tennis at District 26-2A Tournament, JV/V, TBA
■ Galveston College at WCJC Baseball, 6 p.m.

Friday, April 9
■ Rice at East Bernard baseball, JV/V, 4:30 p.m.
■ Rice at East Bernard softball, JV/V, 5:6:30 p.m.

- designates district/conference game
James Spano

Joseph James Spano, age 72, of Wharton, passed away on Tuesday, March 16, 2010 in a Wharton hospital following an extended illness. He was born on Feb. 16, 1938 in Galveston, the son of Joe Spano and Trinidad Landin Spano.

Mr. Spano has been a resident of Wharton since 1961. He grew up in Navasota and graduated from Navasota High School in 1957. Mr. Spano attended Wharton County Junior College and obtained a B.S. degree from Sam Houston State University. He later received his physical therapy education from the University of Texas at Galveston. Mr. Spano married Sandra Frauenberger on May 31, 1959 in El Campo. He worked as a physical therapist for many years at Caney Valley Hospital, Wharton Rehabilitation Center and then had his own physical therapy business, SPARTS, Inc., which he owned until he merged with Gulf Coast Medical Center in 1992. Mr. Spano has been the director of Comprehensive Therapy Services at Gulf Coast Medical Center for the past 17 years. He retired in 1990 from Harris County Center for the Mentally Retarded. Mr. Spano received the Ruby Decker Award in 1975 for the Most Outstanding Physical Therapist in Texas. He thoroughly enjoyed motorcycles, fishing, golf and animals, especially his dogs.

He was preceded in death by his father, Joe; and an infant sister, Katherine Spano.

He was a member of the Wharton Chamber of Commerce and Agriculture Board, The 100 Club, The Wharton Rotary Club, where he served as president for two terms, The Houston Livestock Show And Rodeo Speakers Committee and The Texas State Board of Physical Therapy Examiners. Mr. Spano also served as a clinical instructor at Wharton County Junior College Physical Therapy Assistant Program, The Mayor’s Council for the American for Disabilities Act Committee for Wharton, Habitat For Humanity, was a former board member for the Wharton Country Club, and a past board member of the Boy’s & Girl’s Club of Wharton.

Mr. Spano also taught in the Wharton Independent School District, was the author of Project Enhance, a curriculum for Region IV at the Harris County Center for the Mentally Retarded. He was a past clinical instructor for UTMB and Texas Women’s University Physical Therapy Program, as well as Baylor College of Medicine. Mr. Spano at one time was also a consultant for the Lighthouse for the Blind and had received the Paul Harris Fellow Award from the Rotary Foundation.

Funeral services will be held at 10 a.m. today, Saturday, March 20, 2010 at St. Thomas Episcopal Church in Wharton with Rev. Lance Ousley officiating. Burial will follow in Evergreen Memorial Park Cemetery in Wharton. Visitation was held on Friday evening at Wharton Funeral Home.

Survivors include his wife of 50 years, Sandra Spano of Wharton; daughters, Dr. Robyn Spano and husband Jerry Tejada of Houston and Krista Spano and husband Ervin “Bo” Kucera of Wharton; his mother, Trinidad Landin Spano of Houston; granddaughters, Alexis Tejada, Ashley Spano-Ramirez and Katie Camacho; sister, Marguerite Spano of Houston; and brother, Charles Spano and wife Nancy of Richmond; and numerous nieces and nephews.

Pallbearers are Tim Bark er, Taylor Carroll, Randy Chumchal, Morris Dean, Dick Hudgins and Dwayne Sablatura.

Honorary Pallbearers are Doc Barfield, Dr. Clark Spears, Travis Smith, Dr. Dan Madsen and all current and former members of the Wharton Rotary Club.

In lieu of flowers, the family requests memorials to the James Spano Memorial Scholarship Fund, c/o New First Bank, 101 E. Milam, Wharton, TX 77488.

Funeral services are under the direction of Wharton Funeral Home.
■ Wharton Softball at Columbia, J/V, 5-7 p.m.
■ Boling Tennis at District 29-2A Finals at Industrial, 7:30 a.m.
■ East Bernard Tennis at District 26-2A Tournament, J/V, TBA
■ Wharton Tennis at District 26-3A Tournament in Wharton, 8 a.m.
■ Galveston College at WCJC Baseball, 6 p.m.

Thursday, April 8
■ East Bernard Track at West Columbia Meet, /b/G/B, TBA
■ Wharton Track at Roughneck Relays, g/b/G/B, TBA

Friday, April 9
■ Boling golf at District 29-2A Tournament, Rio Colorado Golf Course.

Bay City, 8 a.m.
■ East Bernard Track at West Columbia, g/b/G/B, TBA

Sports Calendar
Monday, April 5
■ East Bernard Golf at East Bernard Tournament at Wharton Country Club, G/B, TBA
■ East Bernard Tennis at District 26-2A Tournament, J/V, TBA
■ Wharton Golf at Wharton JV tournament, J/V, 9 a.m.
■ Wharton Tennis at District 26-3A Tournament in Wharton, 8 a.m.
■ Schreiner College JV at WCJC Baseball, 2, 1 p.m.

Tuesday, April 6
■ Boling Baseball at Tidehaven, J/V, 4:30-7 p.m.
■ Danbury at Boling Softball, 4 p.m.
■ Boling Tennis at District 29-2A Tournament at Industrial, 7:30 a.m.
■ Hallettsville at East Bernard Baseball, J/V, 4:30-7 p.m.
■ East Bernard Golf at East Bernard Tournament at Wharton Country Club, G/B, TBA.
■ Hallettsville at East Bernard Softball, J/V, 5:30-7 p.m.
■ Wharton Baseball at Columbia, J/V, 5-7 p.m.

Wharton Golf at Wharton Tournament, Wharton Country Club, G, 9 a.m.
El Campo
Leader-News
El Campo, TX
Circ. 4994
From Page: 2A
4/3/2010
91472

MONDAY, APRIL 5

WCJC Senior Citizen Bingo in Wharton
The Wharton County Junior College Senior Citizen Program plays bingo from 2:30 p.m. Monday, April 5 at the WCJC Senior Center, LaDue Building, 911 Boling Highway. Refreshments provided. Must be 60 or older to attend.

TUESDAY, APRIL 6

WCJC Information Meeting at Northside
Recruiting and financial aid representatives of Wharton County Junior College will be at Northside Education Center, 707 Fahrenhold, from 4-6 p.m. Tuesday, April 6 to discuss admissions, registration, educational programs/degrees, testing and financial aid. Current catalogs and schedules for credit and continuing education classes will be available.
Free Big Band Music Concert
The Wharton County Junior College Jazz Band will perform Big Band music at 7 p.m. Thursday, April 15 at the Horton Foote Theatre, Duson-Hansen Fine Arts Building, Wharton Campus. Admission is free. Call 532-6300.
Concealed Handgun License Training Course
Wharton County Junior College Continuing Education Department will offer a Concealed Handgun License Training course at the Wharton campus from 8 a.m. to 6 p.m. on April 10. This course is mandatory to obtain the endorsement required for the issuance of a Concealed Handgun License in Texas. Registration must be made in advance. Please register early because class size is limited to 15 students. For more information or to register, please call Jessica Douglas at (979) 532-6324 or toll free (800) 561-9252 ext. 6324.

Beginning
Computers for Seniors
Wharton County Junior College Continuing Education Department will offer a beginning computers class at the Bay City Campus. The course is scheduled for 9 a.m. to 1 p.m. on Saturdays April 10-24. This course is designed for adults who are interested in learning the basics of computers, internet and email in a slow paced, fun environment. Learn how to use a computer to send greetings and pictures to family and friends, “surf” the Web, shop, pay bills online, compose letters and much more.

For information or to register, please call Jessica Douglas at (979) 532-6324 or toll free (800) 561-9252 ext. 6324.
Jackson Co.
Herald-Tribune
Edna, TX
Circ. 3618
From Page:
3B
4/7/2010
91475

Wharton County
Junior College

Jackie Venuto, of Edna, has been inducted into the Zeta Xi Chapter of Phi Theta Kappa. Venuto is majoring in Health Related Professions and is the daughter of M.B. "Buddy" and Janice Wood of El Campo.

Phi Theta Kappa is the oldest and most prestigious honor society that serves to recognize and encourage the academic achievement of two year college students and provide opportunities for individual growth and development through honors, leadership and service programming.
Bay City
Tribune
Bay City, TX
Circ. 4004
From Page: 3
4/7/2010
91421

Beginning Computers for Seniors

Wharton County Junior College Continuing Education Department will offer a beginning computers class at the Bay City Campus. The course is scheduled for 9 a.m. to 1 p.m. on Saturdays April 10-24. This course is designed for adults who are interested in learning the basics of computers, internet and email in a slow paced, fun environment. Learn how to use a computer to send greetings and pictures to family and friends, "surf" the Web, shop, pay bills online, compose letters and much more. For information or to register, please call Jessica Douglas at (979) 532-6324 or toll free at (800) 561-9252 ext. 6324.

Concealed Handgun License Training Course

Wharton County Junior College Continuing Education Department will offer a Concealed Handgun License Training course at the Wharton campus from 8 a.m. to 6 p.m. on April 10. This course is mandatory to obtain the endorsement required for the issuance of a Concealed Handgun License in Texas. Registration must be made in advance. Please register early because class size is limited to 15 students. For more information or to register, please call Jessica Douglas at (979) 532-6324 or toll free (800) 561-9252 ext. 6324.
WCJC jazz band performs

On Thursday, April 15, the WCJC Jazz Band invites you to step back to the 1930s and the jazzy sound of The Big Bands with music favorites like "In the Mood", "Jersey Bounce", and "Take the A-Train".

The performance will be held in the Horton Foote Theatre, Duson-Hansen Fine Arts Building, Wharton Campus and will begin at 7 p.m. Admission is free.

For more information, please call 979-532-6300/979-532-6300. This is a Center for the Arts performance.
Project Graduation 2010.

**WCJC Senior Citizen Fundraiser**

The Wharton County Junior College Senior Citizen Program will be holding a BBQ Stuffed Baked Potato Fundraiser co-sponsored by Angels Care Home Health from 11 a.m. to 1:30 p.m. on Wednesday, April 14 at the WCJC LaDue Technology Center, 911 Boling highway. This will be pre-sale ticket, drive-through only with tickets priced at $6. For tickets, call the senior office at 532-6430 or Kelli Rose at 979-358-0404. The pick up site and time for East Bernard is Savon Drugs from 11:45 a.m. to 12:15 p.m. and in El Campo at the STMC Parking Lot from 11:45 to 12:15 p.m.

---

**Concealed Handgun training**

Wharton County Junior College Continuing Education Department will offer a Concealed Handgun License Training course at the Wharton campus on April 10 from 8 a.m. to 6 p.m. This course is mandatory to obtain the endorsement required for the issuance of a Concealed Handgun License in Texas. Registration must be made in advance. Please register early because class size is limited to 15 students. For more information or to register, please call Jessica Douglas at (979) 532-6324 or toll free (800) 561-9252 ext. 6324. You may also email jessicad@wjc.edu.
Wharton Journal-
Spectator
Wharton, TX
Circ. 4277
From Page: 2
4/7/2010
91446

**WCJC computer class**

Wharton County Junior College Continuing Education Department will offer a beginning computers class at the Bay City Campus. The course dates are Saturdays, April 10-24, from 9 a.m. to 1 p.m. This course is designed for adults who are interested in learning the basics of computers, internet, and email in a slow paced, fun environment. Learn how to use a computer to send greetings and pictures to family and friends, "surf" the Web, shopping, pay bills online, compose letters and much more!! For more information or to register, please call Jessica Douglas at (979) 532-6324 or toll free (800) 561-9252 ext. 6324.

---

**Concealed Handgun training**

Wharton County Junior College Continuing Education Department will offer a Concealed Handgun License Training course at the Wharton campus on April 10 from 8 a.m. to 6 p.m. This course is mandatory to obtain the endorsement required for the issuance of a Concealed Handgun License in Texas. Registration must be made in advance. Please register early because class size is limited to 15 students. For more information or to register, please call Jessica Douglas at (979) 532-6324 or toll free (800) 561-9252 ext. 6324. You may also email jessicad@wcjc.edu.
Sports Calendar
Thursday, April 8
East Bernard Track at West Columbia Meet, g/b/G/B, TBA

Friday, April 9
- Rice at East Bernard Baseball, J/V/V, 4:30-7 p.m.
- Rice at East Bernard Softball, J/V/V, 5:30 p.m.

Saturday, April 10
Anderson-Shiro at East Bernard Softball (2), JV, 2-4 p.m.
- WCJC Baseball at Galveston College, 2, 1 p.m.

Monday, April 12
East Bernard Golf at District Tournament, San Felipe Golf Course, Sealy, TBA

Tuesday, April 13
- East Bernard Baseball at Weimar, J/V/V, 4:30-7 p.m.
- East Bernard Softball at Weimar, J/V/V, 5:45-8 p.m.
- WCJC Baseball at Texas Lutheran JV (2), Seguin, 1 p.m.

Wednesday, April 14
- East Bernard Track at District Meet, field events and running preliminaries, g/b/G/B, TBA

Thursday, April 15
- East Bernard Track at District Meet, running finals, g/b/G/B, TBA

Friday, April 16
- Schulenburg at East Bernard Baseball, J/V/V 4:30-7 p.m.
- Schulenburg at East Bernard Softball, JV, 6:30 p.m.

Saturday, April 17
- WCJC Baseball at Laredo Community College (2), noon
- designates district game
WCJC Senior Citizen Fundraiser

The Wharton County Junior College Senior Citizen Program will be holding a BBQ Stuffed Baked Potato Fundraiser co-sponsored by Angels Care Home Health from 11 a.m. to 1:30 p.m. on Wednesday, April 14 at the WCJC LaDue Technology Center, 911 Boling Highway. This will be a pre-sale ticket, drive-thru only with tickets priced at $6. For tickets, call the senior office at 532-6430 or Kelli Rose at 979-358-0404. The pick-up site and time for East Bernard is Savon Drugs from 11:45 a.m. to 12:15 p.m. and in El Campo at the StMC Parking Lot from 11:45 to 12:15 p.m.

---

East Bernard
Express
East Bernard, TX
Circ. 982
From Page: 2
4/8/2010
91405

Wharton
Journal-Spectator
Wharton, TX
Circ. 4277
From Page: 2
4/10/2010
91446

---

---

---
WCJC Fall Dean's List

Wharton County Junior College announced the following students were named to the Dean's List for the Fall 2009 semester. Minimum requirements are a 3.5 average out of 4.0 grade points while completing 12 semester hours.

Those who made the Dean's List included Emily Sue Roche of Beasley; Demon's Kolb Oscar Kovar, Simon Lopez, Sean Christopher Miller, Ronald Wayne Simmons and James Michael White; Maude Marion Revett of Fullscher; Lacy Ann Bosak of Guy; and Karen Taylor of Simonton.


Rosenberg students who made the Dean's List are Sarah Bashar Adham, Elizabeth Katherine Blystone, Lucy Cavallero, Kristin Lynn Camacho, Matthew Joseph Deoliveira, Keeby Christine Doggett, Taylor Eugene Dusek, Brooke Ann Heinmecke, Claudia Véronica Hernandez, Colby James Hoffman, Jacob Paul Kreusch, Kayla Teresa Kuban, Marcos Dario Lozano, Heather Rose Miller, Randy Munguia, Blair Angelica Navarro, Abel A. Rivera, Alex Abel Rivera, Tony Victoria Rivera, Melanie Salazar, Liana R. Salinas, Arika Nicole Somersall, Julie Elizabeth Tejada, Roxana Isabel Tejada, Martina Maria Wagner-Northcut, Maurice Emmanuel Williams and Elias Esiquel Zepeda.

Wharton  
Journal-
Spectator  
Wharton, TX  
Circ. 4277  
From Page:  
2  
4/10/2010  
91446

**WCJC Jazz Concert**

On Thursday, April 15, the WCJC Jazz Band invites you to step back to the 1930s and the jazzy sound of the big bands. This will be an entertaining evening with music favorites like "In the Mood," "Jersey Bounce," and "Take the A-Trane." The performance will be held in the Horton Foote Theatre, Duson-Hansen Fine Arts Building, Wharton Campus and will begin at 7 p.m. Admission is free. For more information, call 532-6300. This is a Center for the Arts performance.

Wharton  
Journal-
Spectator  
Wharton, TX  
Circ. 4277  
From Page:  
2  
4/14/2010  
91446

**WCJC Spring Concert**

The WCJC Concert Choir and Chamber singers will perform their annual Spring Concert at 7 p.m. on Tuesday, April 22 at the Fine Arts Building in the Horton Foot Theater. Selections include spirituals, Broadway show tunes, popular songs from the 50s and 60s and two of the choruses sung at Carnegie Hall. This free concert is a Center for the Arts Series Presentation.
Wharton Journal-Spectator
Wharton, TX
Circ. 4277
From Page:
2
4/14/2010 91446

**WCJC Senior Citizen Fundraiser**

Pick up for the presale only Wharton County Junior College Senior Citizens Program's BBQ Stuffed Baked Potato Fundraiser will be today from 11 a.m. to 1:30 p.m. today at the WCJC LaDese Technology Center, 911 Boling Highway. The pick up site and time for East Bernard is Savon Drugs from 11:45 a.m. to 12:15 p.m. and in El Campo at the STMC Parking Lot from 11:45 a.m. to 12:15 p.m.

---

**WCJC Jazz Concert**

On Thursday, April 15, the WCJC Jazz Band invites you to step back to the 1930s and the jazzy sound of The Big Bands.

This will be an entertaining evening with music favorites like "In the Mood," "Jersey Bounce," and "Take the A-Train." The performance will be held in the Horton Foote Theatre, Duson-Hansen Fine Arts Building, Wharton Campus and will begin at 7 p.m. Admission is free. For more information, call 532-6300. This is a Center for the Arts performance.
Editor, Wharton Journal-Spectator

Over a year ago, the Wharton County Junior College Choir began a major campaign to raise an estimated $70,000 so we would have the opportunity to represent Wharton County and sing in Carnegie Hall on April 4, 2010.

Because of much generosity from Wharton County Junior College, the Trull Foundation and the support of the Wharton community, we succeeded! To Betty McCrohan and the WCJC Board of Trustees, thank you for your generous support, encouragement and belief that we would succeed at making this once-in-a-lifetime trip a reality for this year's students! To the Trull Foundation of Palacios, we express our heartfelt appreciation!

There were so many individuals and organizations that were extremely benevolent – Jeanie Merka, the Lions Club, Mary Austin Newman, Travis and Cheryl Raun, Sylvan Miori, Marilyn Sebesta, Linnie Weigel, Johnnie Svatek, Don and Susie Carlson, Curtis Wilkins, the Wharton Journal-Spectator, Chili's of Bay City, the parents of these exceptional students, and so many others who supported us through car washes, bake sales, drive-through dinners, benefit concerts, choral dinners, to mention but a few of the many fundraisers we sponsored! These events all helped to make this trip a reality for 35 students and faculty members (Lee and Debra Lemson from WCJC! We were honored to have four former WCJC Choir students joining us on this trip. They included Lonnie and Rosalie Beurd, Carrie Mund and Deidre Stacy.

The honor was ours getting to represent you in New York City! Our choir sang with choirs from Poulso, Washington, Duluth, Minnesota, and Doylestown, Pennsylvania. We performed five choruses from the great Handel oratorio, Messiah, on Easter Sunday. Our conductor was Rene Clausen, an internationally known conductor from Concordia College in Minnesota. He rehearsed these choirs on Friday and Saturday, and we had one rehearsal with the orchestra in Carnegie Hall on Sunday afternoon before our concert. The hard work our students put into our rehearsals brought excellence to our concert, and great respect from the other choirs through the mature, confident sound that our choir brought to the concert. These are five days that we shall never forget!

Thank you so very much for making this trip possible!

Sincerely,
Debra and Lee Lemson
WGJC Jazz Band to perform 'Big Band' concert Thursday

The Wharton County Jr. College Jazz Band invites the public to step back to the 1930's and the sound of 'The Big Bands' when they present a free concert at 7 p.m. Thursday (April 15).

The performance will be held in the Horton Foote Theatre, Duson-Hansen Fine Arts Building.

This will be an entertaining evening with music favorites like In the Mood, Jersey Bounce, and Take the A-Train.

For more information, call 979-532-6300.
Palacios listed on Dean's List at Wharton County Junior College

Several students from Palacios have been recognized as distinguished students at Wharton County Junior College.

Named to the Dean's List for earning at least a 3.5 grade point average out of a possible 4.0 were Phillip Chencho Garcia, Crystal Marie Guardiola, Maria Dolores Lucio, Monica Andrea Martinez, Matthew Adong Nguyen, Quyen Trong Nguyen, Tina Thu Nguyen and Joshua Aaron Saylor.

Big Band

The Jazz Band of Wharton County Junior College gives a free concert of big band sounds 7 p.m. Thursday at Horton Poole Theatre on the Wharton campus. 979-532-6300.
WCJC Spring Concert
The WCJC Concert Choir and Chamber singers will perform their annual Spring Concert at 7 p.m. on Tuesday, April 22 at the Fine Arts Building in the Horton Foote Theater. Selections include spirituals, Broadway show tunes, popular songs from the 50s and 60s and two of the choruses sung at Carnegie Hall. This free concert is a Center for the Arts Series Presentation.

WCJC Jazz Concert
On Thursday, April 15, the WCJC Jazz Band invites you to step back to the 1930s and the jazzy sound of The Big Bands. This will be an entertaining evening with music favorites like "In the Mood", "Jersey Bounce", and "Take the A Train." The performance will be held in the Horton Foote Theatre, Duson-Hansen Fine Arts Building, Wharton Campus and will begin at 7 p.m. Admission is free. For more information, call 532-6300. This is a Center for the Arts performance.
Sports Calendar
Thursday, April 15
- East Bernard Track at District Meet, running finals, g/b/g/B, TBA

Friday, April 16
- Schulenburg at East Bernard Baseball, JV/V 4:30 p.m.
- Schulenburg at East Bernard Softball, V 6:30 p.m.

Saturday, April 17
- WCJC Baseball at Laredo Community College (2), noon
- Designates district game

Sunday, April 18
- WCJC Baseball at Laredo Community College, noon

Monday, April 19
- East Bernard Golf at Regional Tournament, Quail Creek Golf Course, San Marcos, TBA
- East Bernard Tennis at Regional Tournament, San Marcos, TBA

Tuesday, April 20
- East Bernard Golf at Regional Tournament, Quail Creek Golf Course, San Marcos, TBA

Wednesday, April 21
- East Bernard Tennis at Regional Tournament, San Marcos, TBA
- WCJC Baseball at WCJC Baseball, 6 p.m.

Thursday, April 22
- East Bernard Baseball at Hempstead, JV/V, 4:30 p.m.
- East Bernard Softball at Hempstead, V, 6:30 p.m.

Saturday, April 24
- Brazos at East Bernard Baseball, JV/V, 4:30 p.m.
- Brazos at East Bernard Softball, Parent's Night, JV/V 5:30 p.m.
- WCJC Baseball at Blinn College (2), 1 p.m.
- Designates district/conference game
WCJC cites students

Wharton County Junior College has recognized a number of area students as distinguished scholars for the fall semester of 2009, according to Karen Preisler, Director of Admissions and Registration.

The following students were named to the Dean’s List for earning at least a 3.5 grade point average, out of a possible perfect 4.0, in all work completed at least twelve semester hours of work.

Lara named to WCJC dean's list

Jose Fernando Lara has been named to the dean's list for the 2009 fall semester at Wharton County Junior College.

Lara is a 2005 graduate of Schulenburg High and the son of Vela and Eduardo Lara of Schulenburg.

In order to be placed on the dean's list, a student must earn at least a 3.5 grade point average, out of a possible 4.0, in all work completed during at least 12 semester hours of work.

WCJC has campuses in Wharton, Sugar Land, Richmond and Bay City, and centers in El Campo and Palacios.
Locals On The WCJC Fall Dean's List

Wharton County Junior College (WCJC) has recognized a number of area students as distinguished scholars for the fall semester of 2009, according to Karen Freihofer Director of Admissions and Registration.

The following students were named to the Dean's List for earning at least a 3.5 grade point average, out of a possible 4.0, in all work completed during at least 12 semester hours of work.

Local students include: Victoria Alvarado, Ashley Donnelly, Daniel Goodwin and Megan Valigurra from Eagle Lake; Kimberly Denley of Altair; Keith Llanes, Tori Rathburn and Sabara Saenz of Garwood; Chelsea Korenek and Kevin Thompson of Nada; and Jimmy Schneider of Sheridan.
WCJC dean's list

On March 22, Wharton County Junior College has recognized a number of area students as distinguished scholars for the fall semester of 2009, according to Karen Preisler Director of Admissions and Registration. Cody Joseph Jalufka was named to the Dean's List for earning at least a 3.5 grade point average, out of a possible perfect 4.0, in all work completed during at least twelve semester hours of work.
Sealy News
Sealy, TX
Circ. 2520
From Page: 6
4/22/2010
93141

Spring Concert.
The Concert Choir and Chamber Singers of Wharton County Junior College give a free spring concert 7 p.m. Thursday at Horton Foote Theatre on the Wharton campus. 979-532-4500.

Sealy students named to Dean's List

Three Sealy residents were recently named to the Wharton County Junior College fall 2009 Dean's List.

Earning the honors were Robert Lynn Campbell, Vicki Lynn Minyard and Matthew Ryan Ondruch.

These students were named to the list for earning at least a 3.5 grade point average out of a possible 4.0 in all work completed during at least 12 semester hours of work.
Spring Concert.
The Concert Choir and Chamber Singers of Wharton County Junior College will give a free spring concert 7 p.m. Thursday at Horton Foote Theatre on the Wharton campus. Call 979-632-6500 for details.
MATTERS RELATING TO ACADEMIC AFFAIRS

A. Approve receipt of federal funding from the Carl D. Perkins Career and Technical Education Act of 2006 ($198,927.00)

B. Approve a nine-month position for a new Associate Degree Nursing (ADN) faculty for fall 2010 ($39,550.00 - $51,050.00 – from FY11 current operating budget)

C. To accept the agreement to extend Smart Thinking Online Tutoring for another academic year ($38,100.00 – FY10 budget)

D. Approve increase in CLEP testing fees effective 7/1/10 from $87.00 to $92.00
Wharton County Junior College

Proposed Agenda Item
Board of Trustees Meeting

Complete this form and submit it to the Office of the President by 5:00 pm on the eleventh day before the following Tuesday 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: May 18, 2010
Date of This Proposal: April 23, 2010

SUBJECT (item as it will appear on agenda):

Approve receipt of federal funding from the Carl D. Perkins Career and Technical Education Act of 2006.

RECOMMENDATION:

Approve receipt of federal funding from the Carl D. Perkins Career and Technical Education Act of 2006 in the amount of $198,927.00.

BACKGROUND/RATIONALE:

Wharton County Junior College has received annual Federal funding under the Carl D. Perkins Act for over thirty-one consecutive years. Funds may be used to support WCJC Career and Technical Education Programs on inventory with the Texas Higher Education Coordinating Board and the students enrolled in these programs.

Estimated Cost and Budgetary Support (how will this be paid for?): $198,927.00

Grant funds will be deposited for expenditure from the Current Restricted Fund.

RESOURCE PERSON(S) [name(s) and title(s)]:

Dianne Kielman, Senior Coordinator, Vocational Support Services
Leigh Ann Collins, Dean of Vocational Instruction
Betty McCrohan, President

SIGNATURES:

Dianne Kielman
Originator

Leigh Ann Collins
Cabinet-Level Supervisor

Date
4/23/10

Date
5/11/10

PRESIDENT'S APPROVAL:

Reg 113
6-21-95, 12-16-99

Date
5/12/10
PERKINS BASIC GRANT ALLOCATION

Grant Year 2011 (September 1, 2010 - August 31, 2011)

Postsecondary funds are awarded through the annual application process. Eighty-five percent of the Carl D. Perkins Title I funding is allocated to community, state, and technical colleges based on the Technical Pell count.

The following methodology, based on the guidance received from the U.S. Department of Education, was used:

1. Match the Pell recipient social security numbers with those collected on the Financial Aid Database (FAD) to the 001/00A.

2. For all technical majors (including tech-prep and workforce continuing education), calculate the credit hours for all courses (technical courses as well as academic). For continuing education, calculate the contact hours for workforce education courses. Note: type major is reported in item #13C on the CBM001 and the CBM00A.

3. If a student declares a technical major at any point during the year, the student is counted as technical.

4. All included credit hours at a college are added and the respective Full Time Equivalent (FTE) calculated. The same is done for the continuing education contact hours. The FTE is summed for all public two-year institutions (including Texas State Technical College and Lamar). A dollar funding amount for each FTE will be established. Each college will receive the same dollar amount for each FTE based on its credit or contact hours. Note: If an institution's calculation is less than the minimum needed to qualify for an award, the difference needed to qualify will be added to the allocation calculated.

5. The hours that are not used in this formula are developmental education courses. All others will contribute to the Pell count.

6. The students who did not declare a technical major or who are classified as type major "academic" are excluded from calculation.

Go to the next page to view the allocation by district.
## 2011 Perkins Basic Grant Allocations

<table>
<thead>
<tr>
<th>Institution</th>
<th>2010 Allocation</th>
<th>2011 Allocation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alamo CCD</td>
<td>$2,105,977</td>
<td>$2,187,435</td>
</tr>
<tr>
<td>Alvin Community College</td>
<td>244,939</td>
<td>103,628</td>
</tr>
<tr>
<td>Amarillo College</td>
<td>559,200</td>
<td>592,505</td>
</tr>
<tr>
<td>Angelina College</td>
<td>385,560</td>
<td>375,414</td>
</tr>
<tr>
<td>Austin Community College</td>
<td>929,433</td>
<td>1,066,302</td>
</tr>
<tr>
<td>Blinn College</td>
<td>309,891</td>
<td>284,863</td>
</tr>
<tr>
<td>Brazosport College</td>
<td>53,946</td>
<td>59,692</td>
</tr>
<tr>
<td>Central Texas College</td>
<td>467,456</td>
<td>447,778</td>
</tr>
<tr>
<td>Cisco Junior College</td>
<td>240,233</td>
<td>236,156</td>
</tr>
<tr>
<td>Clarendon College</td>
<td>50,000</td>
<td>67,074</td>
</tr>
<tr>
<td>Coastal Bend College</td>
<td>288,192</td>
<td>281,870</td>
</tr>
<tr>
<td>College of the Mainland CCD</td>
<td>145,555</td>
<td>125,708</td>
</tr>
<tr>
<td>Collin County CCD</td>
<td>133,934</td>
<td>144,435</td>
</tr>
<tr>
<td>Dallas County CCD</td>
<td>1,311,131</td>
<td>1,555,878</td>
</tr>
<tr>
<td>Del Mar College</td>
<td>558,229</td>
<td>558,904</td>
</tr>
<tr>
<td>El Paso County CCD</td>
<td>709,844</td>
<td>666,445</td>
</tr>
<tr>
<td>Frank Phillips College</td>
<td>62,538</td>
<td>64,598</td>
</tr>
<tr>
<td>Galveston College</td>
<td>82,644</td>
<td>100,049</td>
</tr>
<tr>
<td>Grayson County College</td>
<td>243,274</td>
<td>332,873</td>
</tr>
<tr>
<td>Hill College</td>
<td>147,307</td>
<td>200,683</td>
</tr>
<tr>
<td>Houston Community College System</td>
<td>1,160,985</td>
<td>1,068,756</td>
</tr>
<tr>
<td>Howard County Jr College District</td>
<td>266,666</td>
<td>263,953</td>
</tr>
<tr>
<td>Kilgore College</td>
<td>393,259</td>
<td>358,263</td>
</tr>
<tr>
<td>Lamar Institute of Technology</td>
<td>313,053</td>
<td>342,529</td>
</tr>
<tr>
<td>Lamar State College - Orange</td>
<td>182,835</td>
<td>258,101</td>
</tr>
<tr>
<td>Lamar State College - Port Arthur</td>
<td>173,591</td>
<td>134,860</td>
</tr>
<tr>
<td>Laredo Community College</td>
<td>579,716</td>
<td>541,299</td>
</tr>
<tr>
<td>Lee College</td>
<td>393,019</td>
<td>311,468</td>
</tr>
<tr>
<td>Lone Star College System District</td>
<td>707,062</td>
<td>684,204</td>
</tr>
<tr>
<td>McLennan Community College</td>
<td>663,567</td>
<td>690,011</td>
</tr>
<tr>
<td>Midland College</td>
<td>222,034</td>
<td>179,278</td>
</tr>
<tr>
<td>Navarro College</td>
<td>444,743</td>
<td>471,164</td>
</tr>
<tr>
<td>North Central Texas College</td>
<td>231,375</td>
<td>242,796</td>
</tr>
<tr>
<td>Northeast Texas Community College</td>
<td>141,393</td>
<td>153,933</td>
</tr>
<tr>
<td>Odessa College</td>
<td>182,080</td>
<td>135,904</td>
</tr>
<tr>
<td>Panola College</td>
<td>124,328</td>
<td>146,281</td>
</tr>
<tr>
<td>Paris Junior College</td>
<td>263,694</td>
<td>279,934</td>
</tr>
<tr>
<td>Ranger College</td>
<td>50,000</td>
<td>50,000</td>
</tr>
<tr>
<td>San Jacinto College District</td>
<td>509,695</td>
<td>484,871</td>
</tr>
<tr>
<td>South Plains College</td>
<td>474,745</td>
<td>378,047</td>
</tr>
<tr>
<td>South Texas College</td>
<td>1,314,124</td>
<td>1,330,368</td>
</tr>
<tr>
<td>Southwest Texas Junior College</td>
<td>349,041</td>
<td>283,175</td>
</tr>
<tr>
<td>Tarrant County College District</td>
<td>666,439</td>
<td>992,366</td>
</tr>
<tr>
<td>Temple College</td>
<td>201,083</td>
<td>226,792</td>
</tr>
<tr>
<td>Texarkana College</td>
<td>259,035</td>
<td>254,095</td>
</tr>
<tr>
<td>Texas Southmost College</td>
<td>480,941</td>
<td>434,858</td>
</tr>
<tr>
<td>TSTC - Harlingen</td>
<td>683,617</td>
<td>651,657</td>
</tr>
<tr>
<td>TSTC - Marshall</td>
<td>101,495</td>
<td>123,412</td>
</tr>
<tr>
<td>TSTC - Waco</td>
<td>958,976</td>
<td>946,289</td>
</tr>
<tr>
<td>TSTC - West Texas</td>
<td>274,797</td>
<td>247,275</td>
</tr>
<tr>
<td>Trinity Valley Community College</td>
<td>442,329</td>
<td>445,212</td>
</tr>
<tr>
<td>Tyler Junior College</td>
<td>334,076</td>
<td>370,057</td>
</tr>
<tr>
<td>Vernon College</td>
<td>159,689</td>
<td>140,091</td>
</tr>
<tr>
<td>Victoria College, The</td>
<td>203,280</td>
<td>178,152</td>
</tr>
<tr>
<td>Weatherford College</td>
<td>110,716</td>
<td>105,056</td>
</tr>
<tr>
<td>Western Texas College</td>
<td>50,000</td>
<td>50,000</td>
</tr>
<tr>
<td>Wharton County Junior College</td>
<td>194,276</td>
<td>198,927</td>
</tr>
</tbody>
</table>

**TOTAL ALLOCATIONS**                                    | $23,381,137     | $23,635,655
Complete this form and submit it to the Office of the President by 5:00 pm on the eleventh day before the following Tuesday 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: May 17, 2010    Date of This Proposal: May 5, 2010

SUBJECT (item as it will appear on agenda):

ADN faculty position fall 2010

RECOMMENDATION:

Approve a nine-month position for a new Associate Degree Nursing (ADN) faculty for fall 2010

BACKGROUND/RATIONALE:

The second class of ADN students will be admitted at the Sugar Land campus in spring 2011. The total number of ADN students will then increase to 120. The additional faculty position is needed to comply with Board of Nursing requirements—one faculty to every ten students.

Estimated Cost and Budgetary Support (how will this be paid for?): $39,550 - $51,050 from FY11 budget

RESOURCE PERSON(S) [name(s) and title(s)]: Debbie Yancey, ADN Program Director

SIGNATURES:

Debbie Yancey

[Signature]

Originator

5-5-10

Date

[Signature]

Cabinet-Level Supervisor

5-5-10

Date

PRESIDENT'S APPROVAL:

[Signature]

5-6-10

Reg 113
6-21-95, 12-16-99
Complete this form and submit it to the Office of the President by 5:00 pm on the eleventh day before the following Tuesday 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: 05-18-2010 Date of This Proposal: 05-11-2010

SUBJECT (item as it will appear on agenda): Statement of Work (SOW) between Smart Thinking and Wharton County Junior College from Aug. 23, 2010 – Aug. 22, 2011.

RECOMMENDATION: To accept the agreement to extend Smart Thinking Online Tutoring for another academic year.

BACKGROUND/RATIONALE: WCJC contracted with Smart Thinking for the first time in the 2009-2010 academic year. The tutoring system proved to be very popular with students. This is a system that allows all students at Wharton County Junior College both face to face and online to access online tutoring services 24 hours a day from any computer with internet access.

Estimated Cost and Budgetary Support (how will this be paid for?): $38,100.00 (allows for 1,404 hours of tutoring services) FY10 budget.

RESOURCE PERSON(S) [name(s) and title(s)]: Dr. Tyler Pate or Philip Wuthrich

SIGNATURES:

Originator

Cabinet-Level Supervisor

PRESIDENT'S APPROVAL:

Reg 113
6-21-95, 12-16-99
Complete this form and submit it to the Office of the President by 5:00 pm on the eleventh day before the following Tuesday 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: May 18, 2010          Date of This Proposal: 4/27/10

SUBJECT (item as it will appear on agenda):
    Increase in CLEP fees effective 7/1/10

RECOMMENDATION:
    We must raise the CLEP fee from $72.00 to $77.00. The WCJC portion can still remain at $15.00, however, we have the choice to raise the WCJC portion of the fee. Our current portion of the WCJC fee is $15.00. So the total fee will rise from $87.00 to $92.00 effective 7/1/10.

BACKGROUND/RATIONALE:
    Costs are going up again on 7/1/10, so we have to pass the charges on to our examinees.

Estimated Cost and Budgetary Support (how will this be paid for?)
    Student will pay the WCJC fee of $15.00. and the $77.00 CLEP fee

Estimated Cost and Budgetary Support (how will this be paid for?):
    No cost to the school. The examinee absorbs all costs.

Resource Person(s)
    Diane Stewart – Testing Coordinator

SIGNATURES:

Diane Stewart

Originator

Cabinet-Level Supervisor

PRESIDENT'S APPROVAL:

Reg 113
6-21-95, 12-16-99

4/27/10
Date

4/27/10
Date

5-6-10
WHARTON COUNTY JUNIOR COLLEGE DISTRICT

AGENDA BRIEF

AGENDA ITEM XII

MATTERS RELATING TO ADMINISTRATIVE SERVICES

A. Approve the renovation project scheduled for the Reynolds Building with funds transferred from the plant repair and replacement fund (estimated $500,000 – plant repair & replacement fund)

B. Ratify the President’s decision to purchase the college’s electricity from Direct Energy for the period from 1/1/11 through 12/31/11 at a cost of .0592 per kWh ($850,000 – current unrestricted operating budget for 2010 – 2011)

C. Approve the additional payment of $4,798.08 to Lincoln Electric of Houston for the shipping of the 40 welding booths, stands, tables, and lockers for the welding department from their fabricating plant in Cleveland, Ohio ($4,798.08 – transfer from plant repair & replacement fund)

D. Approval to seek bids for the sale of surplus properties
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 Monday of the week before 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: May 18, 2010  Date of This Proposal: May 5, 2010

SUBJECT:

Approve the renovation project scheduled for the Reynold's Building with funds transferred from the Plant Repair and Replacement Fund.

RECOMMENDATION:

Approve the renovation project scheduled for the Reynold's Building with funds transferred from the Plant Repair and Replacement Fund.

BACKGROUND/RATIONALE:

The College opened bids for the Reynold's Building renovation on May 4th. The bids received were much higher than anticipated. Staff is working with the low bidder in an effort to see what might be changed or omitted from the bid in order to fit into the budget for the project. The Director of facilities Management will bring a proposal to the meeting.

Estimated Cost & Budgetary Support (how will this be paid for?): estimated $600,000.00

Plant Repair & Replacement Fund

RESOURCE PERSON(S) [name(s) and title(s)]:

Bryce D. Koclan, Vice President of Administrative Services
Leigh Ann Collins, Dean of Vocational Instruction
Mike Feyen, Director of Facilities Maintenance
Philip Wuthrich, Director of Purchasing

SIGNATURES:

Originator

Cabinet-Level Supervisor

PRESIDENT'S APPROVAL:

Date 5-5-10

Date 5-5-10

Date 5-5-10
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: May 18, 2010   Date of This Proposal: May 5, 2010

SUBJECT:

Ratify electricity service agreement.

RECOMMENDATION:

Ratify the President's decision to purchase the College's electricity from Direct Energy for the period from 1-1-2011 through 12-31-2011 at a cost of .0592 per kWh.

BACKGROUND/RATIONALE:

The Board approved the purchase of electricity by the President at the regular April Board Meeting. Based on the price of natural gas & electricity on April 22nd, the College President authorized the purchase of electricity for the College's use at .0592 cents per KWh, slightly more than 4% below what the College currently pays. By being the winning vendor in last year's bid, Direct Energy held the option for the extension of service for up to 2 years of additional service. As recently as 2 years ago, the College's contract for electricity was .08717. The College will continue to monitor electricity prices for future contracts.

Estimated Cost & Budgetary Support (how will this be paid for?): $850,000.00

RESOURCE PERSON(S) [name(s) and title(s)]:

Betty A. McCrohan, President
Bryce D. Kocian, Vice President of Administrative Services
Mike Feyen, Director, Facilities Management
Philip Wuthrich, Director of Purchasing

SIGNATURES:

[Signature]
Originator

[Signature]
Cabinet-Level Supervisor

PRESIDENT'S APPROVAL:

[Signature]

5-5-10
Date

5-5-10
Date
Complete this form and submit it to the Office of the President by noon on Monday of the week before 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: May 18, 2010  Date of This Proposal: May 5, 2010

SUBJECT:

Approve the additional payment of $4,798.08 to Lincoln Electric of Houston for the shipping of the 40 welding booths, stands, tables, and lockers for the Welding Department from their fabricating plant in Cleveland, Ohio with funds from the Plant Repair and Replacement Fund.

RECOMMENDATION:

Approve the additional payment of $4,798.08 to Lincoln Electric of Houston for the shipping of the 40 welding booths, stands, tables, and lockers for the Welding Department from their fabricating plant in Cleveland, Ohio with funds from the Plant Repair and Replacement Fund.

BACKGROUND/RATIONALE:

At the January meeting the Board of Trustees approved the purchase of these welding booths and tables from Lincoln Electric of Houston. It went unnoticed that the vendor had struck through the delivery charges section and was unwilling to estimate shipping on such a large order. Afterward, it was learned that the booths were being fabricated in Cleveland, Ohio and it would take two 18 wheelers to get them here. Since the original item approved by the Board of Trustees did not include shipping charges we are asking for approval now.

Estimated Cost & Budgetary Support (how will this be paid for?): $4,798.08
Transfer from Plant Repair & Replacement Fund

RESOURCE PERSON(S) [name(s) and title(s)]:

Bryce D. Kocian, Vice President of Administrative Services
Mike Feyen, Director of Facilities Maintenance
Philip Wuthrich, Director of Purchasing

SIGNATURES:

Originator

Cabinet-Level Supervisor

PRESIDENT'S APPROVAL:

Date
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: May 18, 2010  Date of this Proposal: May 3, 2010

SUBJECT:

Approval to seek bids for surplus properties.

RECOMMENDATION:

Approval of attached Resolution to seek bids for sale of surplus properties.

BACKGROUND/RATIONALE:

At the July 24-25, 2009 Board of Trustees Retreat, the Board recommended the sale of surplus tracts of land. The attached Resolution, prepared by Heath Radley of Ducket, Bouigny and Collins, will declare the sale of the tracts donated by the Gulf Coast Medical Foundation in the best interest of the college and authorize Administration to seek bids for the sale of these tracts. Originally the Board approved a resolution on November 17, 2009. During his work, Mr. Radley discovered that WCJC also owns tracts #3 and #4.

Estimated Cost and Budgetary Support (how will this be paid for): -0-

RESOURCE PERSON(S) [name(s) and title(s)]:

Bryce D. Kocian, Vice President of Administrative Services
Betty A. McCrohan, President

SIGNATURES:

\[Signature\]

Originator  5/3/10  Date

\[Signature\]

Cabinet-Level Supervisor  5/3/10  Date

PRESIDENT'S APPROVAL:

\[Signature\]

reg 113  5-3-10

6-21-95
RESOLUTION OF THE BOARD OF TRUSTEES
OF WHARTON COUNTY JUNIOR COLLEGE

The Board of Trustees of Wharton County Junior College, having duly met on

____________, 2010 for the purpose of conducting the general business of the College and
to further consider the sale of the Surface Only of the tracts of real property (including
improvements) located in Matagorda County, Texas and being more particularly described as
follows:

TRACT ONE:
30.4625 acres of land, more or less, being the Easterly Half (E/2) of that certain
60.925 acre portion of the James Duncan League and Labor, Abstract 144, Matagorda
County, Texas and being the same 30.4625 acres of land conveyed in Gift Deed dated
August 3, 1978 from Guy F. Stovall, Jr. to Wharton County Junior College, recorded
in Volume 606, Page 385 of the Deed Records of Matagorda County, Texas.

TRACT TWO:
30.4625 acres of land, more or less, being the Westerly Half (W/2) of that certain
60.925 acre portion of the James Duncan League and Labor, Abstract 144, Matagorda
County, Texas and being the same 30.4625 acres of land conveyed in Gift Deed dated
December 15, 1978 from Edith I. Stovall to Wharton County Junior College,
recorded in Volume 613, Page 25 of the Deed Records of Matagorda County, Texas.

TRACT THREE:
19.21625 acres of land, more or less, being the Easterly One-fourth (E/4) of that
certain 76.865 acres portion of the James Duncan League and Labor, Abstract 144,
Matagorda County, Texas and being the same 19.21625 acres of land conveyed in
Gift Deed dated August 7, 1979 from Guy F. Stovall, Jr. to Gulf Coast Medical
Foundation, recorded in Volume 627, Page 855 of the Deed Records of Matagorda
County, Texas.

TRACT FOUR:
19.21624 acres of land, more or less, being the Westerly One-half (W/2) of the
Easterly One-half (E/2) of that certain 76.865 acres portion of the James Duncan
League and Labor, Abstract 144, Matagorda County, Texas and being the same
19.21624 acres of land conveyed in Gift Deed dated January 7, 1980 from Guy F.
Stovall, Jr. to Gulf Coast Medical Foundation, recorded in Volume 638, Page 274 of
the Deed Records of Matagorda County, Texas.

After due consideration, the Board of Trustees hereby pass the following Resolutions:

RESOLVED, that the Board of Trustees find that the sale of the above described property
is in the best interests of Wharton County Junior College, and that the property be submitted for
public bids in accordance with the procedures prescribed by Texas law.
RESOLVED FURTHER, that the President of Wharton County Junior College is hereby authorized and directed to take any and all actions and to execute and deliver any and all documents, either by original signature or, where appropriate, by facsimile signature, as necessary or advisable, in such President's sole discretion, to carry into effect the foregoing resolution.

Chairman of the Board of Trustees:

P. D. GERTSON, III
Topographical Map
MATTERS RELATING TO TECHNOLOGY AND INSTITUTIONAL RESEARCH

A. Approve the license renewal for the Blackboard Learning Management System software used by the distance learning department to conduct on-line and web enhanced classes ($31,500.00 – current unrestricted operating fund budget for 2009 – 2010)
Complete this form and submit it to the Office of the President by noon on Monday of the week before 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: May 18, 2010  
Date of This Proposal: May 1, 2010

SUBJECT:

Approve the license renewal for the Blackboard Learning Management System software used by the Distance Learning Department to conduct on-line and web enhanced classes for $31,500.00.

RECOMMENDATION:

Approve the license renewal for the Blackboard Learning Management System software used by the Distance Learning Department to conduct on-line and web enhanced classes for $31,500.00.

BACKGROUND/RATIONALE:

This software has been used by the Distance Learning Department in order to conduct internet & on-line classes at Wharton County Junior College. This renewal fee is a fixed cost for operating the system and was budgeted in the 2010 Distance Learning Budget.

Estimated Cost & Budgetary Support (how will this be paid for?): $31,500.00
Current Unrestricted Operating Fund Budget for 2009 - 2010

RESOURCE PERSON(S) [name(s) and title(s)]:

Pam Youngblood, Vice President of Information Technology & Institutional Research
Ken Rosier, Distance Learning Program Director
Philip Wuthrich, Director of Purchasing

SIGNATURES:

Originator: [Signature]  
Date: 5-9-10

Cabinet-Level Supervisor: [Signature]  
Date: 5-9-2010

PRESIDENT'S APPROVAL:

[Signature]  
Date: 5-11-2010

Reg 113
WHARTON COUNTY JUNIOR COLLEGE DISTRICT

AGENDA BRIEF

MATTERS RELATING TO PERSONNEL

A. Board of Trustees

B. Office of President

C. Office of Academic Affairs
   1. Andrew R. Berezin employed as regular, full-time instructor of biology, FAC-1-1, effective August 23, 2010
   2. James H. Kelley, Jr. reclassified from regular, full-time instructor of math, FAC-1-25, to regular, full-time instructor of math (department head), FAC-1-25, effective August 23, 2010
   3. Angela Kocurek employed as regular, full-time instructor of English, FAC-4A-4, effective August 23, 2010
   4. Sharon Prince reclassified from regular, full-time instructor of English, FAC-2A-17, to regular, full-time instructor of English (department head), FAC-2A-17, effective August 23, 2010
   5. Patrick W. Ralls employed as regular, full-time instructor of speech, FAC-1-9, effective August 23, 2010
   6. Amanda B. Shelton reclassified from regular, full-time instructor of history, FAC-1-9, to regular, full-time instructor of history (department head), FAC-1-9, effective August 23, 2010
   7. Celine M. Siewert employed as regular, full-time instructor of accounting, FAC-1-10, effective August 23, 2010
   8. Jeffrey M. Stanglin employed as regular, full-time instructor government, FAC-1-1, effective August 23, 2010
   9. Debra Lemson extended as temporary, full-time instructor of music, FAC-5A-10, effective May 15, 2010

D. Office of Administrative Services

E. Office of Student Services

F. Office of Technology and Institutional Research

G. Information Items: Contract Personnel Action
   1. Lillian Lockley retired as regular, full-time counselor/ADA coordinator, FAC-1-11, effective August 31, 2010
   2. Timothy Periard resigned as regular, full-time biology instructor, FAC-1-2, effective May 22, 2010
3. Arthur Stephens resigned as regular, full-time instructor/program director of process technology, FAC-1-16, effective August 31, 2010

H. Information Items: Non-contract Personnel Action

1. Diana L. Gutierrez separated as regular, full-time division secretary-Allied Health, O-9-11, effective April 30, 2010

2. Alice J. Beccerra separated as regular, part-time senior citizen program Wharton driver, $7.25 hr. x 15 hrs./wk. x 10 wks. = $1,087.50/yr., effective April 21, 2010

3. Kristopher M. Escobar resigned as regular, part-time fitness center staff, O-5-0, $10.16 hr. x 19 hrs./wk. x 48 wks. = $9,266.00/yr., effective May 14, 2010

4. Heather Hodges separated as temporary, part-time fitness center staff, O-5-0, $10.16 hr. x 12 hrs./wk. x 32 wks. = $3,901.00/yr., effective May 10, 2010
# Wharton County Junior College

## Personnel Action Form

### Human Resources

<table>
<thead>
<tr>
<th>Banner ID #</th>
<th>Last Name</th>
<th>First</th>
<th>Middle Initial</th>
<th>Telephone</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Berezin</td>
<td>Andrew</td>
<td>R</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Address</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
</table>

### Part I: Check all that apply
- Administrative/Professional Staff
- Faculty
- Support Staff
- Temporary
- Full-Time
- Part-Time
- Regular
- New Employee
- Extension
- Reclassification
- Transfer
- Promotion
- Salary Adjustment
- Other (explain)
- Retirement
- Resignation
- Separation (date: ___)
- Change in Assignment
- Additional Assignment
- Leave of Absence

### Part II: Assignment/Accounting

#### CURRENT
- Division/Unit:
- Job Title/Position: Specialized Area:
- Budgeted Position? Yes No
- Funded in which FY?
- Budget Number:
- Position No. (NBAPOSN):
- Compensation:
  - $ Annual
  - $ Hourly
  - $ Other (explain)
  - Sched
  - Grade
  - Step
- Hourly Rate: (Part-time only) $ ______ per hr x ______ hrs/wk x ______ wks = $ ______ per year
- Start Date: End Date:
- At-will-employee
- Per contract
- If temporary, anticipated termination date:

#### PROPOSED
- Division/Unit: Life Science
- Job Title/Position: Specialized Area:
- Instructor of Biology: Biology
- Budgeted Position? Yes No
- Name of Replaced Employee: N/A
- Funded in which FY? N/A
- Budget Number: 1610.14301.6091.100
- Position No. (NBAPOSN): BIO015
- Compensation:
  - $ 40,050 Annual
  - $ 40,050 Hourly
  - $ 40,050 Other (explain)
  - Sched
  - Grade
  - Step
- Hourly Rate: (Part-time only) $ N/A per hr x N/A hrs/wk x N/A wks = $ N/A per year
- Start Date: 08/23/10
- At-will-employee
- Per contract
- If temporary, anticipated termination date:

### Part III: Position/Budget Authorization

- Recommended by Supervisor (Department Head): 5-4-10
- Approved by Division Chair: 5-4-10
- Budget Approval: 5/4/10
- Date approved by Board: 5-4-10

- Reviewed by Human Resources: 05/04/10
- Approved by President: 5-4-10

- Date approved by Board or not applicable: 5-4-10

Reg. 821

Revised May 15, 2002

[Signature]

[Signature]

[Signature]
### Personnel Action Form

**Wharton County Junior College**

**Banner ID #**

**Last Name** Kelley

**First Name** James, Jr.

**Middle Initial** H

**Telephone**

**Address**

**City**

**State**

**Zip**

#### Part I: Check all that apply

- **Classification:**
  - [ ] Administrative/Professional Staff
  - [ ] Faculty
  - [ ] Support Staff
  - [ ] Temporary
  - [x] Full-Time
  - [ ] Part-Time
  - [ ] Regular

- **New Employee**
- **Extension**
- **Reclassification**
- **Transfer**
- **Promotion**
- **Salary Adjustment**
- **Other (explain)**

- **Retirement**
- **Resignation**
- **Separation (date:)**
- **Change in Assignment**
- **Additional Assignment**
- **Leave of Absence**

#### Part II: Assignment/Accounting

**CURRENT Division/Unit:** Math & Physical Science

**Job Title/Position:** Instructor of Math

**Instructor of Math**

**Budgeted Position?** [ ] Yes [ ] No

**Budgeted Position**

1210.14305.6091.100/1610.14305.6091.100

**Compensation:**

- [ ] Annual
- [ ] Hourly
- [ ] Other (explain)

- **Sched** FAC
- **Grade** 1
- **Step** 25

**Hourly Rate:** (Part-time only)

- $ N/A per hr x N/A hrs/wk x N/A wks = $ N/A per year

**Start Date:** 08/20/1984

**End Date:**

- [ ] At-will-employee
- [x] Per contract

**If temporary, anticipated termination date:** N/A

**Job Vacancy No.:** (if applicable)

**Funded in which FY?** FY10

**Position No.** (NBAPOSN): MAT005

**PROPOSED Division/Unit:** Math & Physical Science

**Job Title/Position:** Instructor of Math

**Instructor of Math**

**Budgeted Position?** [ ] Yes [ ] No

**Budgeted Position**

1210.14305.6091.100/1610.14305.6091.100

**Compensation:**

- [ ] Annual
- [ ] Hourly
- [ ] Other (explain)

- **Sched** FAC
- **Grade** 1
- **Step** 25

**Hourly Rate:** (Part-time only)

- $ N/A per hr x N/A hrs/wk x N/A wks = $ N/A per year

**Start Date:** 08/23/10

**End Date:**

- [ ] At-will-employee
- [x] Per contract

**If temporary, anticipated termination date:** N/A

**Job Vacancy No.:** (if applicable)

**Funded in which FY?** FY11

**Position No.** (NBAPOSN): MAT005

**Explanation of Action:**

Most regular full-time teaching faculty, though employed by the college on a year-round basis, are expected to discharge their contractual duties during the fall and spring semesters (a "9-month work schedule"), but the work schedule for other full-time faculty may be extended over a longer period. Other full-time personnel may be employed for fewer than 12 months a year. Indicate this employee's work schedule:

- [ ] 9 months
- [ ] 10 1/2 months
- [ ] 12 months
- [ ] Other

#### Part III: Position/Budget Authorization

**Recommended by Supervisor (Department Head)**

**Date**

**Approved by Vice President**

**Date** 4-26-10

**Approved by Division Chair**

**Date**

**Reviewed by Human Resources**

**Date**

**Budget Approval**

**Date** 4/28/10

**Approved by President**

**Date** 4-29-10

**Approved by Cabinet Level Supervisor**

**Date**

**Date approved by Board or not applicable**

Reg. 821

Revised May 15, 2001

F1004 0011
### Personnel Action Form

**Social Security No.** 

**Last Name** Kocurek  
**First Name** Angela  
**Middle Initial**  
**Telephone**  

**Address**  
**City**  
**State**  
**Zip**  

#### Part I: Check all that apply

<table>
<thead>
<tr>
<th>Classification:</th>
</tr>
</thead>
</table>
| □ Administrative/Professional Staff | [ ] New Employee  
| [ ] Faculty | □ Extension  
| [ ] Support Staff | □ Reclassification  
| [ ] Temporary | □ Transfer  
| [ ] Full-Time | [ ] Promotion  
| [ ] Part-Time | [ ] Salary Adjustment  
| [ ] Other (explain) | □ Retirement  
| □ Resignation |  
| □ Separation (date: ) | □ Change in Assignment  
| [ ] Additional Assignment | □ Leave of Absence  

#### Part II: Assignment/Accounting

**CURRENT** 
**Division/Unit:**  
**Job Title/Position:**  
**Specialized Area:**  

**Budgeted Position?** □ Yes □ No  
**Funded in which FY?**  

**Budget Number:**  
**Position No. (NBAPOSN):**  

**Compensation:**  
**$**  
**Start Date:**  
**End Date:**  
[ ] At-will-employee  
[ ] Per contract  
**If temporary, anticipated termination date:**  

Most regular full-time teaching faculty, though employed by the college on a year-round basis, are expected to discharge their contractual duties during the fall and spring semesters ("9-month work schedule"), but the work schedule for other full-time faculty may be extended over a longer period. Other full-time personnel may be employed for fewer than 12 months a year. Indicate this employee's work schedule:  
□ 9 months  
□ 10 1/2 months  
□ 12 months  
□ Other

**PROPOSED** 
**Division/Unit:** Communications and Fine Arts  
**Job Title/Position:** Instructor of English  
**Specialized Area:** English  
**Budgeted Position?** □ Yes □ No  
**Funded in which FY?** 2010-2011  

**Budget Number:** 1110.14503.6091.100  
**Position No. (NBAPOSN):** ENG004  

**Compensation:**  
**$ 45,050**  
**Start Date:** 8/23/10  
**End Date:**  
[ ] At-will-employee  
[ ] Per contract  
**If temporary, anticipated termination date:**  

Most regular full-time teaching faculty, though employed by the college on a year-round basis, are expected to discharge their contractual duties during the fall and spring semesters ("9-month work schedule"), but the work schedule for other full-time faculty may be extended over a longer period. Other full-time personnel may be employed for fewer than 12 months a year. Indicate this employee's work schedule:  
□ 9 months  
□ 10 1/2 months  
□ 12 months  
□ Other

**Explanation of Action:**

#### Part III: Position/Budget Authorization

<table>
<thead>
<tr>
<th>Recommended by Supervisor (Department Head)</th>
<th>Date</th>
<th>Approved by Vice President</th>
<th>Date</th>
</tr>
</thead>
</table>
| □ [ ]  
| □ [ ]  
| □ [ ]  

<table>
<thead>
<tr>
<th>Approved by Division Chair</th>
<th>Date</th>
<th>Reviewed by Dean</th>
<th>Date</th>
</tr>
</thead>
</table>
| □ [ ]  
| □ [ ]  
| □ [ ]  

<table>
<thead>
<tr>
<th>Budget Approval</th>
<th>Date</th>
<th>Approved by President</th>
<th>Date</th>
</tr>
</thead>
</table>
| □ [ ]  
| □ [ ]  

<table>
<thead>
<tr>
<th>Approved by Cabinet Level Supervisor</th>
<th>Date</th>
<th>Date approved by Board</th>
<th>□ not applicable</th>
</tr>
</thead>
</table>
| □ [ ]  
| □ [ ]  

Reg. 821  
**Revised July 29, 2004**
**Wharton County Junior College**

**Personnel Action Form**

<table>
<thead>
<tr>
<th>Banner ID #</th>
<th>Last Name</th>
<th>First</th>
<th>Middle Initial</th>
<th>Telephone</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Prince</td>
<td>Sharon</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Address</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Part I: Check all that apply**

<table>
<thead>
<tr>
<th>Classification:</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Administrative/Professional Staff</td>
<td>☐ Extension</td>
<td>☐ Reclassification</td>
<td>☐ Retirement</td>
<td></td>
</tr>
<tr>
<td>☐ Faculty</td>
<td>☐ Transfer</td>
<td>☐ Promotion</td>
<td>☐ Resignation</td>
<td></td>
</tr>
<tr>
<td>☐ Support Staff</td>
<td>☐ Salary Adjustment</td>
<td>☐ Separation Date</td>
<td>☐ Change in Assignment</td>
<td></td>
</tr>
<tr>
<td>☐ Temporary</td>
<td>☒ Full-Time</td>
<td>☐ Additional Assignment</td>
<td>☐ Leave of Absence</td>
<td></td>
</tr>
<tr>
<td>☒ Regular</td>
<td>☐ Part-Time</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| Job Vacancy No.: (if applicable) | 0204 F 012 |

**Part II: Assignment/Accounting**

**CURRENT Division/Unit:** Communications & Fine Arts

**Instructor of English:** English

**Budgeted Position:** ☒ Yes ☐ No

**Funded in which FY?** FY10

**Budget Number:** 1210.14503.6091.100

**Position No. (NBAPOSN):** ENG011

**Compensation:**

- ☒ Annual
- ☐ Hourly
- ☐ Other (explain)

**Sched:** FAC

**Grade:** 2A

**Step:** 17

<table>
<thead>
<tr>
<th>Hourly Rate: (Part-time only)</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ N/A per hr x N/A hrs/wk x N/A wks =</td>
</tr>
<tr>
<td>$ N/A per year</td>
</tr>
</tbody>
</table>

**Start Date:** 08/19/2002

**End Date:** N/A

**If temporary, anticipated termination date:** N/A

Most regular full-time teaching faculty, though employed by the college on a year-round basis, are expected to discharge their contractual duties during the fall and spring semesters (a "9-month work schedule"), but the work schedule for other full-time faculty may be extended over a longer period. Other full-time personnel may be employed for fewer than 12 months a year. Indicate this employee's work schedule:

- ☒ 9 months
- ☐ 10 1/2 months
- ☐ 12 months
- ☐ Other

**PROPOSED Division/Unit:** Communications & Fine Arts

**Name of Replaced Employee:** N/A

**Funded in which FY?** FY11

**Budget Number:** 1210.14503.6091.100

**Position No. (NBAPOSN):** ENG011

**Compensation:**

- ☒ Annual
- ☐ Hourly
- ☐ Other (explain)

**Sched:** FAC

**Grade:** 2A

**Step:** 17

<table>
<thead>
<tr>
<th>Hourly Rate: (Part-time only)</th>
</tr>
</thead>
<tbody>
<tr>
<td>$ N/A per hr x N/A hrs/wk x N/A wks =</td>
</tr>
<tr>
<td>$ N/A per year</td>
</tr>
</tbody>
</table>

**Start Date:** 08/23/10

**If temporary, anticipated termination date:** N/A

Most regular full-time teaching faculty, though employed by the college on a year-round basis, are expected to discharge their contractual duties during the fall and spring semesters (a "9-month work schedule"), but the work schedule for other full-time faculty may be extended over a longer period. Other full-time personnel may be employed for fewer than 12 months a year. Indicate this employee's work schedule:

- ☒ 9 months
- ☐ 10 1/2 months
- ☐ 12 months
- ☐ Other

**Explanation of Action:**

**Part III: Position/Budget Authorization**

<table>
<thead>
<tr>
<th>Recommended by Supervisor (Department Head)</th>
<th>Date</th>
<th>Approved by Vice President Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>4-26-10</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Approved by Division Chair</th>
<th>Date</th>
<th>Reviewed by Human Resources Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>4-28-10</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Budget Approval Date</th>
<th>Approved by President Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>4/28/10</td>
<td>4-29-10</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Approved by Cabinet Level Supervisor Date</th>
<th>Date approved by Board or ☐ not applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td>4/28/10</td>
<td></td>
</tr>
</tbody>
</table>

Reg. 821

Revised May 15, 2010
**Personnel Action Form**

**Human Resources**

<table>
<thead>
<tr>
<th>Banner ID #</th>
<th>Last Name</th>
<th>First</th>
<th>Middle Initial</th>
<th>Telephone</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Rails</td>
<td>Patrick</td>
<td>W'</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Address</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
</table>

### Part I: Check all that apply

<table>
<thead>
<tr>
<th>Classification:</th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>☒ Faculty</td>
<td>☑ New Employee</td>
<td>☐ Extension</td>
<td>☐ Separation</td>
<td>☐ Leave of Absence</td>
</tr>
<tr>
<td>☐ Administrative/Professional Staff</td>
<td>☐ Reclassification</td>
<td>☐ Resignation</td>
<td>☐ Change in Assignment</td>
<td></td>
</tr>
<tr>
<td>☐ Support Staff</td>
<td>☐ Transfer</td>
<td>☐ Retirement</td>
<td>☐ Additional Assignment</td>
<td></td>
</tr>
<tr>
<td>☐ Temporary</td>
<td>☐ Promotion</td>
<td>☐</td>
<td>☐</td>
<td></td>
</tr>
<tr>
<td>☒ Regular</td>
<td>☐ Salary Adjustment</td>
<td>☐</td>
<td>☐</td>
<td></td>
</tr>
<tr>
<td>☐ Full-Time</td>
<td>☐ Other (explain)</td>
<td>☐</td>
<td>☐</td>
<td></td>
</tr>
<tr>
<td>☐ Part-Time</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td></td>
</tr>
</tbody>
</table>

### Part II: Assignment/Accounting

**CURRENT** Division/Unit:

- Job Vacancy No.: (if applicable)
- Specialized Area:
- Budgeted Position? ☐ Yes ☐ No
- Funded in which FY?
- Budget Number:
- Position No. (NBAPOSN): 
- Compensation:
  - ☐ Annual
  - ☐ Hourly
  - ☐ Other (explain)
  - Sched
  - Grade
  - Step
  - Hourly Rate: (Part-time only)
    - $ per hr x hrs/wk x wks = $ per year
- Start Date: End Date: ☐ At-will-employee ☐ Per contract
- If temporary, anticipated termination date:

**PROPOSED** Division/Unit:

- Communications & Fine Arts
- Job Vacancy No.: (if applicable)
- Specialized Area:
- Speech Department
- Budgeted Position? ☐ Yes ☐ No
- Name of Replaced Employee: N/A
- Funded in which FY? FY11
- Budget Number: 1610.14507.6091.100
- Position No. (NBAPOSN): SPE006
- Compensation:
  - ☐ Annual
  - ☐ Hourly
  - ☐ Other (explain)
  - Sched
  - Grade
  - Step
  - $ per hour x hrs/wk x wks = $ per year
- Start Date: 08/23/10
- If temporary, anticipated termination date:

**Explanation of Action:**

Most regular full-time teaching faculty, though employed by the college on a year-round basis, are expected to discharge their contractual duties during the fall and spring semesters (a "9-month work schedule"), but the work schedule for other full-time faculty may be extended over a longer period. Other full-time personnel may be employed for fewer than 12 months a year. Indicate this employee's work schedule:

- ☐ 9 months ☐ 10 1/2 months ☐ 12 months ☐ Other

### Part III: Position/Budget Authorization

- Recommended by Supervisor (Department Head)
- Date
- Approved by Vice President
- Date 4-27-10
- Reviewed by Human Resources
- Date
- Budget Approval
- Date 4/26/10
- Approved by President
- Date
- Date approved by Board or ☐ not applicable

Reg. 821 Revised May 15, 2002

F 10040010
**Wharton County Junior College**

**Personnel Action Form**

**Human Resources**

<table>
<thead>
<tr>
<th>Banner ID #</th>
<th>Last Name</th>
<th>First</th>
<th>Middle Initial</th>
<th>Telephone</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Address</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
</table>

### Part I: Check all that apply

<table>
<thead>
<tr>
<th>Classification:</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Administrative/Professional Staff</td>
</tr>
<tr>
<td>☒ Faculty</td>
</tr>
<tr>
<td>☐ Support Staff</td>
</tr>
<tr>
<td>☐ Temporary</td>
</tr>
<tr>
<td>☒ Full-Time</td>
</tr>
<tr>
<td>☐ Regular</td>
</tr>
<tr>
<td>☐ Part-Time</td>
</tr>
<tr>
<td>☐ Other (explain)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Hiring Category:</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ New Employee</td>
</tr>
<tr>
<td>☐ Extension</td>
</tr>
<tr>
<td>☒ Reclassification</td>
</tr>
<tr>
<td>☐ Transfer</td>
</tr>
<tr>
<td>☐ Promotion</td>
</tr>
<tr>
<td>☐ Salary Adjustment</td>
</tr>
<tr>
<td>☐ Other (explain)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Retirement Reason:</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Retirement</td>
</tr>
<tr>
<td>☐ Resignation</td>
</tr>
<tr>
<td>☐ Separation (date):</td>
</tr>
<tr>
<td>☐ Change in Assignment</td>
</tr>
<tr>
<td>☐ Additional Assignment</td>
</tr>
<tr>
<td>☐ Leave of Absence</td>
</tr>
</tbody>
</table>

### Part II: Assignment/Accounting

**CURRENT**

**Division/Unit:** Social & Behavioral Science

**Job Title/Position:** Instructor of History

**Budgeted Position?** ☐ Yes ☐ No

**Budgeted Position No.:** N/A

**Budget Number:** 1110.14701.6091.100/1210.14701.6091.100

**Compensation:**

| ☒ Annual |
| ☐ Hourly |
| ☐ Other (explain) |

**Sched:** FAC

**Grade:** 1

**Step:** 9

**Hourly Rate:** $/A per hr x N/A hrs/wk x N/A wks = $ N/A per year

**Start Date:** 08/20/2001

**End Date:** N/A

**At-will-employee** ☐ Per contract

**If temporary, anticipated termination date:** N/A

Most regular full-time teaching faculty, though employed by the college on a year-round basis, are expected to discharge their contractual duties during the fall and spring semesters (a "9-month work schedule"), but the work schedule for other full-time faculty may be extended over a longer period. Other full-time personnel may be employed for fewer than 12 months a year. Indicate this employee's work schedule:

- ☒ 9 months
- ☐ 10 1/2 months
- ☐ 12 months
- ☐ Other

### PROPOSED

**Division/Unit:** Social & Behavioral Science

**Job Title/Position:** Instructor of History

**Budgeted Position?** ☐ Yes ☐ No

**Budgeted Position No.:** N/A

**Budget Number:** 1110.14701.6091.100/1210.14701.6091.100

**Compensation:**

| ☒ Annual |
| ☐ Hourly |
| ☐ Other (explain) |

**Sched:** FAC

**Grade:** 1

**Step:** 9

**Hourly Rate:** $/A per hr x N/A hrs/wk x N/A wks = $ N/A per year

**Start Date:** 08/23/10

**At-will-employee** ☐ Per contract

**If temporary, anticipated termination date:** N/A

Most regular full-time teaching faculty, though employed by the college on a year-round basis, are expected to discharge their contractual duties during the fall and spring semesters (a "9-month work schedule"), but the work schedule for other full-time faculty may be extended over a longer period. Other full-time personnel may be employed for fewer than 12 months a year. Indicate this employee's work schedule:

- ☒ 9 months
- ☐ 10 1/2 months
- ☐ 12 months
- ☐ Other

### Explanation of Action:

**Recommended by Supervisor (Department Head):**

**Approved by Vice President:** 4-26-10

**Approved by Division Chair:**

**Reviewed by Human Resources:**

**Budget Approval:**

**Approved by President:** 4-29-10

**Approved by Cabinet Level Supervisor:**

**Date approved by Board or ☐ not applicable**

---

**Reg. 821**

**Revised May 15, 20##**

---

**F1004 0013**
### Personnel Action Form

**Wharton County Junior College**

**Human Resources**

### Part I: Check all that apply

<table>
<thead>
<tr>
<th>Classification:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>☒ Administrative/Professional Staff</td>
<td>☐ New Employee</td>
</tr>
<tr>
<td>☐ Faculty</td>
<td>☐ Extension</td>
</tr>
<tr>
<td>☐ Support Staff</td>
<td>☐ Reclassification</td>
</tr>
<tr>
<td>☐ Temporary</td>
<td>☐ Transfer</td>
</tr>
<tr>
<td>☒ Full-Time</td>
<td>☐ Promotion</td>
</tr>
<tr>
<td>☐ Part-Time</td>
<td>☐ Salary Adjustment</td>
</tr>
<tr>
<td>☒ Regular</td>
<td>☐ Other (explain)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Reasons:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Retirement</td>
<td>☐ Separation (date: )</td>
</tr>
<tr>
<td>☐ Resignation</td>
<td>☐ Change in Assignment</td>
</tr>
<tr>
<td>☐ Additional Assignment</td>
<td>☐ Leave of Absence</td>
</tr>
</tbody>
</table>

### Part II: Assignment/Accounting

**Current Division/Unit:**

**Job Title/Position:**

**Budgeted Position?** ☐ Yes ☐ No

**Budgeted Position:**

**Budget Number:**

**Compensation:**

<table>
<thead>
<tr>
<th>$</th>
<th>Annual</th>
<th>☐</th>
<th>Per contract</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐</td>
<td>Hourly</td>
<td>Sched</td>
<td>FAC</td>
</tr>
<tr>
<td>☐</td>
<td>Other (explain)</td>
<td>Grade</td>
<td>1</td>
</tr>
<tr>
<td>☐</td>
<td></td>
<td>Step</td>
<td>10</td>
</tr>
</tbody>
</table>

**Start Date:**

**End Date:**

**Compensation:**

<table>
<thead>
<tr>
<th>$</th>
<th>Annual</th>
<th>☐</th>
<th>Per contract</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐</td>
<td>Hourly</td>
<td>Sched</td>
<td>FAC</td>
</tr>
<tr>
<td>☐</td>
<td>Other (explain)</td>
<td>Grade</td>
<td>1</td>
</tr>
<tr>
<td>☐</td>
<td></td>
<td>Step</td>
<td>10</td>
</tr>
</tbody>
</table>

**Start Date:**

**End Date:**

### PROPOSED Division/Unit:

**Technology & Business**

**Job Title/Position:**

**Instructor of Accounting**

**Budgeted Position?** ☒ Yes ☐ No

**Name of Replaced Employee:** Jim Davig

**Budget Number:**

**Compensation:**

<table>
<thead>
<tr>
<th>$</th>
<th>Annual</th>
<th>☐</th>
<th>Per contract</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐</td>
<td>Hourly</td>
<td>Sched</td>
<td>FAC</td>
</tr>
<tr>
<td>☐</td>
<td>Other (explain)</td>
<td>Grade</td>
<td>1</td>
</tr>
<tr>
<td>☐</td>
<td></td>
<td>Step</td>
<td>10</td>
</tr>
</tbody>
</table>

**Start Date:**

**End Date:**

### Explanation of Action:

Most regular full-time teaching faculty, though employed by the college on a year-round basis, are expected to discharge their contractual duties during the fall and spring semesters (a "9-month work schedule"), but the work schedule for other full-time faculty may be extended over a longer period. Other full-time personnel may be employed for fewer than 12 months a year. Indicate this employee's work schedule:

- 9 months
- 10 1/2 months
- 12 months
- Other

### Part III: Position/Budget Authorization

**Recommended by Supervisor (Department Head):**

**Approved by Vice President:**

**Approved by Division Chair:**

**Approved by President:**

**Budget Approval:**

**Approved by Cabinet Level Supervisor:**

**Date:**

**Date:**

**Date:**

**Date:**

**Date:**

**Reg. 821**

**Revised May 15, 2009**
**Wharton County Junior College**

**Personnel Action Form**

**Human Resources**

<table>
<thead>
<tr>
<th>Banner ID #</th>
<th>Last Name</th>
<th>First</th>
<th>Middle Initial</th>
<th>Telephone</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Stanglin</td>
<td>Jeffrey</td>
<td>M</td>
<td></td>
</tr>
</tbody>
</table>

**Address**

<table>
<thead>
<tr>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Part I: Check all that apply**

- [ ] Administrative/Professional Staff
- [X] Faculty
- [ ] Support Staff
- [ ] Temporary
  - [X] Full-Time
- [ ] Part-Time
- [X] Regular
  - [ ] New Employee
  - [ ] Extension
  - [ ] Reclassification
  - [ ] Transfer
  - [ ] Promotion
  - [ ] Salary Adjustment
  - [ ] Other (explain)
  - [ ] Retirement
  - [ ] Resignation
  - [ ] Separation (date: __________)
  - [ ] Change in Assignment
  - [ ] Additional Assignment
  - [ ] Leave of Absence

**Part II: Assignment/Accounting**

**CURRENT Division/Unit:**

Job Title/Position:

Budgeted Position? [ ] Yes [ ] No

Budget Number:

Compensation:

- [ ] Annual
- [ ] Hourly
- [ ] Other (explain)

Sched

Grade

Step

Hourly Rate: (Part-time only)

$____ per hr x _______ hrs/wk x _______ wks =

$____ per year

Start Date: __________

Find Date: [ ] At-will-employee

[ ] Per contract

If temporary, anticipated termination date:

Most regular full-time teaching faculty, though employed by the college on a year-round basis, are expected to discharge their contractual duties during the fall and spring semesters (a 9-month work schedule); but the work schedule for other full-time faculty may be extended over a longer period. Other full-time personnel may be employed for fewer than 12 months a year. Indicate this employee's work schedule:

- [ ] 9 months
- [ ] 10 1/2 months
- [ ] 12 months
- [ ] Other

**PROPOSED Division/Unit:**

Social and Behavioral Science

Job Title/Position:

Instructor of Government

Budgeted Position? [X] Yes [ ] No

Name of Replaced Employee: N/A

Budget Number:

1610.14703.6091.100

Compensation:

- [X] Annual
- [ ] Hourly
- [ ] Other (explain)

Sched

Grade

Step

Hourly Rate: (Part-time only)

$N/A per hr x $N/A hrs/wk x $N/A wks =

$N/A per year

Start Date: 08/23/10

At-will-employee

[ ] Per contract

If temporary, anticipated termination date:

Most regular full-time teaching faculty, though employed by the college on a year-round basis, are expected to discharge their contractual duties during the fall and spring semesters (a 9-month work schedule); but the work schedule for other full-time faculty may be extended over a longer period. Other full-time personnel may be employed for fewer than 12 months a year. Indicate this employee's work schedule:

- [X] 9 months
- [ ] 10 1/2 months
- [ ] 12 months
- [ ] Other

Explanation of Action:

**Part III: Position/Budget Authorization**

Recommended by Supervisor (Department Head) Date: 5-5-10

Approved by Vice President Date: 5-5-10

Approved by Division Chair Date: 5-5-10

Reviewed by Human Resources Date: 5-5-10

Budget Approval Date: 5-5-10

Approved by President Date: 5-5-10

Approved by Cabinet Level Supervisor Date: 5-5-10

Date approved by Board or [ ] not applicable

Reg. 821

F1005 0018

Revised May 15, 2009

[Signature]

[Date]

[Signature]

[Date]
**Personnel Action Form**

**Banner ID #**

<table>
<thead>
<tr>
<th>Last Name</th>
<th>First</th>
<th>Middle Initial</th>
<th>Telephone</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lemson</td>
<td>Debra</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Address**

<table>
<thead>
<tr>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
</table>

**Part I: Check all that apply**

**Classification:**
- □ Administrative/Professional Staff
- □ Faculty
- □ Support Staff
- □ Temporary
- □ Full-Time
- □ Other (explain)
- □ New Employee
- □ Extension
- □ Reclassification
- □ Transfer
- □ Promotion
- □ Salary Adjustment
- □ Other (explain)

**Part II: Assignment/Accounting**

**CURRENT**

**Division/Unit:** Communications & Fine Arts

**Job Title/Position:** Temporary Instructor of Music

**Budgeted Position?** □ Yes □ No

**Budgeted Position?** □ Yes □ No

**Budget Number:** 1110.14505.6091.100

**Compensation:**

- □ Annual
- □ Hourly
- □ Other (explain)

**Sched**

- □ FAC

**Grade**

- □ 5A

**Step**

- □ 10

**Start Date:**

- 08/24/09

**End Date:**

- 05/14/10

**Compensation:**

- □ At-will-employee
- □ Per contract

**Job Vacancy No.:** (if applicable)

- 0904 F 006

**Specialized Area:** Visual & Performing Arts

**Budgeted Position?** □ Yes □ No

**Position No. (NBAPOSN):** MUS02T

**Funded in which FY?**

- FY10

**Most regular full-time teaching faculty, though employed by the college on a year-round basis, are expected to discharge their contractual duties during the fall and spring semesters (a "9-month work schedule"); but the work schedule for other full-time faculty may be extended over a longer period. Other full-time personnel may be employed for fewer than 12 months a year. Indicate this employee's work schedule: □ 9 months □ 10 1/2 months □ 12 months □ Other**

**PROPOSED**

**Division/Unit:** Communications & Fine Arts

**Job Title/Position:** Temporary Instructor of Music

**Budgeted Position?** □ Yes □ No

**Budget Number:** 1110.14505.6091.100

**Compensation:**

- □ Annual
- □ Hourly
- □ Other (explain)

**Sched**

- □ FAC

**Grade**

- □ 5A

**Step**

- □ 10

**Start Date:**

- 05/15/10

**End Date:**

- 05/20/11

**Compensation:**

- □ At-will-employee
- □ Per contract

**Job Vacancy No.:** (if applicable)

- 0904 F 006

**Specialized Area:** Visual & Performing Arts

**Budgeted Position?** □ Yes □ No

**Position No. (NBAPOSN):** MUS02T

**Funded in which FY?**

- FY11

**Most regular full-time teaching faculty, though employed by the college on a year-round basis, are expected to discharge their contractual duties during the fall and spring semesters (a "9-month work schedule"); but the work schedule for other full-time faculty may be extended over a longer period. Other full-time personnel may be employed for fewer than 12 months a year. Indicate this employee's work schedule: □ 9 months □ 10 1/2 months □ 12 months □ Other**

**Explanation of Action:**

**Part III: Position/Budget Authorization**

**Recommended by Supervisor (Department Head)**

**Date**

**Approved by Vice President**

**Date**

8-26-10

**Approved by Dean Chair**

**Date**

4/26/09

**Reviewed by Human Resources**

**Date**

5-3-09

**Budget Approval**

**Date**

5/3/10

**Approved by President**

**Date**

5-3-09

**Approved by Cabinet Level Supervisor**

**Date**

**Approved by Board or not applicable**

**Reg. 821**

**Revised May 15, 2009**

**F1005 0015**
<table>
<thead>
<tr>
<th>Banner ID #</th>
<th>Last Name</th>
<th>First</th>
<th>Middle Initial</th>
<th>Telephone</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Lockley</td>
<td>Lillian</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Part I: Check all that apply**

- [ ] Administrative/Professional Staff
- [x] Faculty
- [ ] Support Staff
- [ ] Temporary
- [x] Full-Time
- [x] Regular

- [ ] New Employee
- [ ] Extension
- [ ] Reclassification
- [ ] Promotion
- [ ] Salary Adjustment
- [ ] Other (explain)
- [ ] Retirement
- [ ] Resignation
- [x] Separation (date: 8-31-2010)
- [ ] Change in Assignment
- [ ] Additional Assignment
- [ ] Leave of Absence

**Part II: Assignment/Accounting**

**CURRENT Division/Unit:** Job Vacancy No.: (if applicable)

- Student Services: N/A

- Counseling/ADA Coordinator: Specialized Area:

- Budgeted Position? [x] Yes [ ] No: Student Services

- Budgeted Position? [x] Yes [ ] No: Specialized Area

- Budget Number: 1110, 1410, 6093.503

- Position No. (NBAPOSN): COU004

- Compensation:
  - [x] Annual
  - [ ] Hourly
  - [ ] Other (explain)

- $60,067

- Sched FAC

- Grade 1

- Step 11

- Hourly Rate: (Part-time only)

  $____per hr x _____ hrs/wk x _____ wks =

- $____ per year

- Start Date: 09/01/98

- End Date: 8-31-2010

- [ ] At-will-employee

- [x] Per contract

- Most regular full-time teaching faculty, though employed by the college on a year-round basis, are expected to discharge their contractual duties during the fall and spring semesters (a 9-month work schedule), but the work schedule for other full-time faculty may be extended over a longer period. Other full-time personnel may be employed for fewer than 12 months a year. Indicate this employee's work schedule:

  - [ ] 9 months
  - [ ] 10 1/2 months
  - [x] 12 months
  - [ ] Other

**PROPOSED Division/Unit:**

- Job Vacancy No.: (if applicable)

- Specialized Area:

- Budgeted Position? [x] Yes [ ] No

- Budgeted Position? [x] Yes [ ] No

- Name of Replaced Employee:

- Budget Number:

- Position No. (NBAPOSN):

- Compensation:
  - [x] Annual
  - [ ] Hourly
  - [ ] Other (explain)

- $____

- Sched _____

- Grade _____

- Step _____

- Hourly Rate: (Part-time only)

  $____ per hr x _____ hrs/wk x _____ wks =

- $____ per year

- Start Date:

- [ ] At-will-employee

- [x] Per contract

- If temporary, anticipated termination date:

- Most regular full-time teaching faculty, though employed by the college on a year-round basis, are expected to discharge their contractual duties during the fall and spring semesters (a 9-month work schedule), but the work schedule for other full-time faculty may be extended over a longer period. Other full-time personnel may be employed for fewer than 12 months a year. Indicate this employee's work schedule:

  - [ ] 9 months
  - [ ] 10 1/2 months
  - [x] 12 months
  - [ ] Other

**Explanation of Action:**

**Part III: Position/Budget Authorization**

- Recommended by Supervisor (Department Head): 5-4-10

- Approved by Vice President: 5-4-10

- Reviewed by Human Resources: 5-4-10

- Budget Approval: 5/14/10

- Approved by President: 5-4-10

- Approved by Cabinet Level Supervisor: Date

- Date approved by Board or [ ] not applicable

Reg. 821 Revised May 15, 2000
Wharton County Junior College

Personnel Action Form

Part I: Check off that apply

- Classification:
  - Administrative/Professional Staff
  - Faculty
  - Support Staff
  - New Employee
  - Extension
  - Reclassification
  - Transfer
  - Promotion
  - Salary Adjustment
  - Other (explain)

- Employment Status:
  - Full-Time
  - Part-Time

Part II: Assignment/Accounting

**CURRENT**
- Division/Unit: Division of Life Sciences/Biology Department
- Job Title/Position: Biology Instructor
- Budgeted Position? Yes
- Job Vacancy No.: (if applicable) 0801 F 002
- Specialized Area: Biology
- Funded in which FY? FY11

Budget Number:
1610.14301.6091.100

Compensation:
- $40,550

Hourly Rate: $ / hour

Start Date: 8-14-08
End Date: 5-22-10

Most regular full-time faculty, though employed by the college on a year-round basis, are expected to discharge their contractual duties during the fall and spring semesters (a "9-month work schedule"), but the work schedule for other full-time faculty may be extended over a longer period. Other full-time personnel may be employed for fewer than 12 months a year. Indicate this employee's work schedule:
- 9 months
- 10 1/2 months
- 12 months
- Other

PROPOSED
- Job Title/Position: Biology Instructor
- Specialized Area: Biology
- Funded in which FY?

Budget Number: Position No. (NBAPOSN): B10014

Compensation:
- $40,550

Hourly Rate: $ / hour

Start Date: 8-14-08
End Date: 5-22-10

Most regular full-time teaching faculty, though employed by the college on a year-round basis, are expected to discharge their contractual duties during the fall and spring semesters (a "9-month work schedule"), but the work schedule for other full-time faculty may be extended over a longer period. Other full-time personnel may be employed for fewer than 12 months a year. Indicate this employee's work schedule:
- 9 months
- 10 1/2 months
- 12 months
- Other

Explanation of Action:

Part III: Position/Budget Authorization

Recommended by Supervisor (Department Head) Date:
Approved by Vice President Date:

Approved by Division Chair Date:
Reviewed by Human Resources Date:

Budget Approval Date:
Approved by President Date:

Approved by Cabinet Level Supervisor Date:
Date approved by Board or not applicable

Reg. 821 Revised May 15, 2009
**Personnel Action Form**

**Wharton County Junior College**

<table>
<thead>
<tr>
<th>Banner ID #</th>
<th>Last Name</th>
<th>First</th>
<th>Middle Initial</th>
<th>Telephone</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Stephens</td>
<td>Arthur</td>
<td>Wayne</td>
<td></td>
</tr>
</tbody>
</table>

**Address**

**City**

**State**

**Zip**

---

**Part I: Check all that apply**

- Classification:
  - [ ] Administrative/Professional Staff
  - [X] Faculty
  - [X] Support Staff

- Temporary
  - [ ] Full-Time

- Regular
  - [X] Part-Time

- New Employee
  - Extension
  - Reclassification
  - Transfer
  - Promotion
  - Salary Adjustment
  - Other (explain)
  - Retirement
  - Resignation
  - Separation (date): 8/31/10
  - Change in Assignment
  - Additional Assignment
  - Leave of Absence

---

**Part II: Assignment/Accounting**

**CURRENT**

**Division/Unit:** Vocational Science/Process Technology

**Job Title/Position:** Director of Process Technology

**Budgeted Position?**

- [X] Yes
- [ ] No

**Budget Number:** 1010-14308-6091-102

**Compensation:**

- [X] Annual

- [ ] Hourly
  - [ ] Other (explain)

**Sched FAC**

- [ ] At-will employee
  - [X] Per contract

**Start Date:** 1/5/2004

**End Date:** 8/31/2010

**Job Vacancy No.: (if applicable)** 0709 F 023

**Specialized Area:**

- [ ] Process Technology

**Funded in which FY?** FY10

**Position No. (NBAPOSN):** PTC001

---

**PROPOSED**

**Division/Unit:** Vocational Science/Process Technology

**Job Title/Position:**

**Budgeted Position?**

- [ ] Yes
- [X] No

**Name of Replaced Employee:**

**Budget Number:**

**Compensation:**

- [ ] Annual

- [ ] Hourly
  - [ ] Other (explain)

**Sched**

**Grade**

**Step**

**Hourly Rate: (Part-time only)**

- [ ] $ N/A per hr x N/A hrs/wk x N/A wks = $ N/A per year

**Start Date:**

**End Date:**

**If temporary, anticipated termination date:**

- [ ] At-will employee
  - [X] Per contract

**Job Vacancy No.: (if applicable)**

**Specialized Area:**

**Funded in which FY?**

**Position No. (NBAPOSN):**

---

**Explanation of Action:**

- Most regular full-time teaching faculty, though employed by the college on a year-round basis, are expected to discharge their contractual duties during the fall and spring semesters (a “9-month work schedule”), but the work schedule for other full-time faculty may be extended over a longer period. Other full-time personnel may be employed for fewer than 12 months a year. Indicate this employee’s work schedule:
  - [ ] 9 months
  - [X] 10 1/2 months
  - [ ] 12 months
  - [ ] Other

---

**Part III: Position/Budget Authorization**

**Recommended by Supervisor (Department Head)**

**Date**

**Approved by Vice President**

**Date**

**Reviewed by Human Resources**

**Date**

**Budget Approval**

**Date**

**Approved by President**

**Date**

**Approved by Cabinet Level Supervisor**

**Date**

**Date approved by Board or [ ] not applicable**

**F1004 0007**

**Revised May 15, 2009**
**Wharton County Junior College**

**Personnel Action Form**

**Human Resources**

<table>
<thead>
<tr>
<th>Banner ID #</th>
<th>Last Name</th>
<th>First</th>
<th>Middle Initial</th>
<th>Telephone</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Gutierrez</td>
<td>Diana</td>
<td>Lisa</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Address</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Part I: Check all that apply**

- [ ] New Employee
- [ ] Extension
- [ ] Reclassification
- [ ] Change in Assignment
- [ ] Additional Assignment
- [ ] Retirement
- [ ] Resignation
- [ ] Separation (date: 04/30/10)
- [ ] Leave of Absence

**Classification:**

- [ ] Administrative/Professional Staff
- [ ] Faculty
- [ ] Support Staff

- [ ] Temporary
- [ ] Full-Time
- [ ] Regular
- [ ] Part-Time

- [ ] Salary Adjustment
- [ ] Other (explain)

**Part II: Assignment/Accounting**

**CURRENT**

- Division/Unit: Allied Health
- Job Title/Position: Division Secretary - Allied Health
- Budgeted Position? [ ] Yes [ ] No
- Budgeted Position?: Allied Health
- Budget Number: 1110.14180.6101.400

- Position No. (NBAPOSN): DIV001

**Compensation:**

- $27,100.00
- Annual
- Sched 0
- Grade 9
- Step 11

**Budget Number:**

- Start Date: 07/20/98
- End Date: 04/30/10

**Proposed**

- Division/Unit: Allied Health
- Job Title/Position: Allied Health
- Budgeted Position? [ ] Yes [ ] No
- Name of Replaced Employee: 

- Budget Number: 1110.14180.6101.400

**Compensation:**

- $27,100.00
- Annual
- Sched 0
- Grade 9
- Step 11

**Compensation:**

- Hourly Rate: (Part-time only)
  - $ N/A per hr x N/A hrs/wk x N/A wks =
  - $ N/A per year

- Start Date: 07/20/98
- End Date: 04/30/10

**Proposed**

- Division/Unit: Allied Health
- Job Title/Position: Allied Health
- Budgeted Position? [ ] Yes [ ] No
- Name of Replaced Employee: 

- Budget Number: 1110.14180.6101.400

**Compensation:**

- $27,100.00
- Hourly
- Sched 0
- Grade 9
- Step 11

- Hourly Rate: (Part-time only)
  - $ N/A per hr x N/A hrs/wk x N/A wks =
  - $ N/A per year

- Start Date: 07/20/98
- End Date: 04/30/10

**Explanation of Action:**

Most regular full-time teaching faculty, though employed by the college on a year-round basis, are expected to discharge their contractual duties during the fall and spring semesters (a "9-month work schedule"), but the work schedule for other full-time faculty may be extended over a longer period. Other full-time personnel may be employed for fewer than 12 months a year. Indicate this employee's work schedule:

- [ ] 9 months
- [ ] 10 1/2 months
- [ ] 12 months
- [ ] Other

**Part III: Position/Budget Authorization**

<table>
<thead>
<tr>
<th>Recommended by Supervisor (Department Head)</th>
<th>Date</th>
<th>Approved by Vice President</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>4-30-10</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Approved by Division Chair</th>
<th>Date</th>
<th>Reviewed by Human Resources</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>4-30-10</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Budget Approval</th>
<th>Date</th>
<th>Approved by President</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td>5-3-10</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Approved by Cabinet Level Supervisor</th>
<th>Date</th>
<th>Date approved by Board or [ ] not applicable</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>4-30-10</td>
<td></td>
</tr>
</tbody>
</table>

Reg. 821 Revised May 15, 2000

S1004 0021
**Wharton County Junior College**

### Personnel Action Form

#### Human Resources

**Social Security No.**

<table>
<thead>
<tr>
<th>Social Security No.</th>
<th>Last Name</th>
<th>First</th>
<th>Middle Initial</th>
<th>Telephone</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Becerra</td>
<td>Alice</td>
<td>J.</td>
<td></td>
</tr>
</tbody>
</table>

**Address**

<table>
<thead>
<tr>
<th>Address</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### Part I: Check all that apply

<table>
<thead>
<tr>
<th>Classification</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative/Professional Staff</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Faculty</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Support Staff</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Temporary</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Full-Time</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Part-Time</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**New Employee**

**Extension**

**Reclassification**

**Transfer**

**Promotion**

**Salary Adjustment**

**Other (explain):**

**Retirement**

**Resignation**

**Separation (date): 04/21/10**

**Change in Assignment**

**Additional Assignment**

**Leave of Absence**

#### Part II: Assignment/Accounting

**CURRENT**

**Division/Unit:** Vocational instruction

<table>
<thead>
<tr>
<th>Job Title/Position:</th>
<th>Specialized Area:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wharton Driver</td>
<td>Senior Citizen Program</td>
</tr>
</tbody>
</table>

**Budgeted Position:**

- **Yes**
- **No**

**Budget Number:**

- 21755.6001.6126.30162175.6001.6136.301

**Compensation:**

- **$7.25**

- **Hourly Rate (Part-time only):** $7.25 per hr x 15 hrs/wk x 10 wks = $1,087.50 per year

**Start Date:** 7/24/09

**End Date:** 4/21/10

- **At-will employee**
- **Per contract**

**Most regular full-time teaching faculty, though employed by the college on a year-round basis, are expected to discharge their contractual duties during the fall and spring semesters (a 9-month work schedule); but the work schedule for other full-time faculty may be extended over a longer period. Other full-time personnel may be employed for fewer than 12 months a year. Indicate this employee’s work schedule:**

- **9 months**
- **10 1/2 months**
- **12 months**
- **Other:** 10 weeks

**PROPOSED**

**Division/Unit:**

<table>
<thead>
<tr>
<th>Job Title/Position:</th>
<th>Specialized Area:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Driver</td>
<td></td>
</tr>
</tbody>
</table>

**Budgeted Position:**

- **Yes**
- **No**

**Budget Number:**

**Compensation:**

- **Annual**
- **Hourly**
- **Other (explain):**

**Hourly Rate (Part-time only):**

- $ per hr x hrs/wk x wks = $ per year

**If temporary, anticipated termination date:**

- **At-will employee**
- **Per contract**

**Most regular full-time teaching faculty, though employed by the college on a year-round basis, are expected to discharge their contractual duties during the fall and spring semesters (a 9-month work schedule); but the work schedule for other full-time faculty may be extended over a longer period. Other full-time personnel may be employed for fewer than 12 months a year. Indicate this employee’s work schedule:**

- **9 months**
- **10 1/2 months**
- **12 months**
- **Other**

**Explanation of Action:**

**Part III: Position/Budget Authorization**

**Recommended by Supervisor (Department Head):**

- **Date:** 4-21-10

**Approved by Vice President:**

- **Date:** 4-26-10

**Approved by Division Chair:**

- **Date:**

**Reviewed by Human Resources:**

- **Date:** 4-28-10

**Budget Approval:**

- **Date:** 4/28/10

**Approved by President:**

- **Date:** 5-3-10

**Approved by Cabinet Level Supervisor:**

- **Date:** 4-23-10

**Date approved by Board or not applicable:**

**Reg. 821**

**S1004 0020**

Revised July 29, 2004
### Personnel Action Form

**Wharton County Junior College**

**Human Resources**

<table>
<thead>
<tr>
<th>Social Security No.</th>
<th>Last Name</th>
<th>First</th>
<th>Middle Initial</th>
<th>Telephone</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Escobar</td>
<td>Kristopher</td>
<td>M</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Address</th>
<th>City</th>
<th>State</th>
<th>Zip</th>
</tr>
</thead>
</table>

**Part I: Check all that apply**

- Classification:
  - [ ] Administrative/Professional Staff
  - [ ] Faculty
  - [x] Support Staff
  - [ ] Temporary
  - [ ] Full-Time
  - [x] Regular
  - [ ] Part-Time

- New Employee
- Extension
- Reclassification
- Transfer
- Promotion
- Salary Adjustment
- Other (explain)
- Retirement
- Resignation
- Separation (date: 14 May)
- Change in Assignment
- Additional Assignment
- Leave of Absence

**Part II: Assignment/Accounting**

**CURRENT**

- Division/Unit: Administrative Services
- Job Vacancy No.: (if applicable) 0908 S 037
- Specialized Area: Weight Room / Fitness Center Area
- Budgeted Position? [x] Yes  [ ] No
- Funded in which FY? FY10
- Budget Number: 1110-13025-6102-903
- Position No. (NBAPOSN): FITW99
- Compensation:
  - [ ] Annual
  - [x] Hourly
    - Sched: 0
    - Grade: 5
    - Step: 0

- Hourly Rate: (Part-time only)
  - $10.16
  - 19 hrs/wk x 48 wks = $926.6

- Start Date: 26 Aug 99
- End Date: 14 May 10

- At-will-employee
- If temporary, anticipated termination date:

**PROPOSED**

- Division/Unit: Administrative Services
- Job Vacancy No.: (if applicable)
- Specialized Area: Weight Room / Fitness Center Area
- Budgeted Position? [ ] Yes  [x] No
- Funded in which FY?
- Budget Number: 1110-13025-6102-903
- Position No. (NBAPOSN): FITW99
- Compensation:
  - [ ] Annual
  - [ ] Hourly
    - Sched: 0
    - Grade: 5
    - Step: 0

- Hourly Rate: (Part-time only)
  - $10.16
  - 19 hrs/wk x 48 wks = $926.6

- Start Date: 26 Aug 99
- End Date: 14 May 10

- At-will-employee
- If temporary, anticipated termination date:

**Explanation of Action:**

**Part III: Position/Budget Authorization**

- Recommended by Supervisor (Department Head)
- Approved by Division Chair
- Budget Approval
- Approved by Cabinet Level Supervisor
- Date approved by Board or [ ] not applicable

- Date: 4-28-2000
- Date: 5-5-10
- Date: 5-5-10
- Date: 5-5-10
- Date: 5-3-2010

---

**Reg. 821**

**Revised 7-27-004**
**Personnel Action Form**

**Human Resources**

**Banner ID #**

**Last Name**

Hodges

**First Name**

Heather

**Middle Initial**


**Telephone**


**City**


**State**


**Zip**


### Part I: Check all that apply

| Classification:                      |  
|--------------------------------------|---|
| Administrative/Professional Staff    | ☐ |
| Faculty                              | ☐ |
| Support Staff                        | ☐ |
| Temporary                            | ☒ Full-Time |
| Regular                              | ☒ Part-Time |

**Classification Details:**

- New Employee
- Extension
- Reclassification
- Transfer
- Promotion
- Salary Adjustment
- Other (explain)

**Other Details:**

- Retirement
- Resignation
- Separation (date: 10 May 10)
- Change in Assignment
- Additional Assignment
- Leave of Absence

### Part II: Assignment/Accounting

**CURRENT Division/Unit:** Administrative Services

**Job Title/Position:**

Fitness Center Staff

**Budgeted Position?**

- ☒ Yes
- ☐ No

**Budget Number:**

1110-13025-6102-903

**Compensation:**

- ☐ Annual
- ☒ Hourly

  **Hours:**

  - $10.16
  - ☒ At-will employee

  **Start Date:**

  8 Sept. 09

  **End Date:**

  10 May 10

  **Position No. (NBAPOSN):**

  FITW99

**Compensation Details:**

- ☐ Per contract

**Hourly Rate:**

- $10.16 per hr x 12 hrs/wk x 32 wks = $3,931 per year

**Position No. (NBAPOSN):**

**Funded in which FY?**

FY10

### PROPOSED Division/Unit:

**Job Title/Position:**

**Budgeted Position?**

- ☐ Yes
- ☐ No

**Name of Replaced Employee:**

**Budget Number:**

**Compensation:**

- ☐ Annual
- ☒ Hourly

  **Hours:**

  - ☒ At-will employee

  **Start Date:**

  **Position No. (NBAPOSN):**

**Compensation Details:**

- ☐ Per contract

**Hourly Rate:**

- $ per hr x hrs/wk x wks = $ per year

**Funded in which FY?**

**Position No. (NBAPOSN):**

**Explanation of Action:**

Most regular full-time teaching faculty, though employed by the college on a year-round basis, are expected to discharge their contractual duties during the fall and spring semesters (a "9-month work schedule"), but the work schedule for other full-time faculty may be extended over a longer period. Other full-time personnel may be employed for fewer than 12 months a year. Indicate this employee's work schedule:

- ☐ 9 months
- ☐ 10 1/2 months
- ☐ 12 months
- ☐ Other 32 wks

**Explanation of Action:**

Most regular full-time teaching faculty, though employed by the college on a year-round basis, are expected to discharge their contractual duties during the fall and spring semesters (a "9-month work schedule"), but the work schedule for other full-time faculty may be extended over a longer period. Other full-time personnel may be employed for fewer than 12 months a year. Indicate this employee's work schedule:

- ☐ 9 months
- ☐ 10 1/2 months
- ☐ 12 months
- ☐ Other

**Explanation of Action:**

- ☐ 9 months
- ☐ 10 1/2 months
- ☐ 12 months
- ☐ Other

**Reg. 821**

**S1005 0024**

**Revised May 15, 2010**