

**WCJC
BOARD OF TRUSTEES
AGENDA PACKAGE
FOR THE REGULAR BOARD MEETING**

April 17, 2007

**Prepared by the
Office of the President
Wharton County Junior College**

- AGENDA -

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

APRIL 17, 2007

See Under Tab

- I. Determination of Quorum and Call to Order
- II. Pledge of Allegiance
- III. Reading of Minutes A
 - A. The regular meeting on March 20, 2007
- 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
- VI. Presentations, Awards, and/or President's Report
 - A. Achieving the Dream presentation by Dr. Dan Jones
 - B. Julie Aaronson - McElroy And Patrons Scholarship (MAPS)
 - C. Recognition of student drama awards and recognition of faculty
 - D. Zeta Xi Chapter of Phi Theta Kappa received the "Top Texas Chapter" award at the PTK Regional Conference.
 - E. Zeta Xi Chapter of Phi Theta Kappa 2005-2006 chapter president was named to the Hall of Honor for chapter members.
 - F. Report on student government association, Wharton campus
- VII. Reports to the Board
 - A. Financial Reports for March 2007
 - B. Information Item: Management Reports
 - C. Information Item: Reports from College Governance Councils
 - D. Information Item: Clipping Service for the month of March 2007
- VIII. 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

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.

- IX. Matters Relating to General Administration.....B
- X. Matters Relating to Academic Affairs
- XI. Matters Relating to Administrative Services
 - A. Approve the fiscal year 2007 budget adjustments
 - B. Approve the replacement of a HVAC air handler and control unit at the Hodges Library (\$117,300.00, transfer from plant repair and replacement fund)
 - C. Approve the selection of TouchNet as the provider of an electronic installment system for our on-line registration students (\$75,572.00, transfer from plant MIS fund)
 - D. Approve acceptance of \$10,000.00 from Mrs. Clinton White & family to establish the Clinton Phillip White Memorial Scholarship
 - E. Approve acceptance of 100 shares of Progress Energy Stock having a market value of \$51.16 per share, total value \$5,116.00 from Kenneth and Betsy Cates.
 - F. Information Items
 - 1. Seek bids from vendors to provide landscaping plants and mowing services to the college for its Wharton, Sugar Land, and Fort Bend Technical Center campuses and property (Estimated \$26,000.00 - Current Unrestricted Operating Budget for 2007-2008)
 - 2. Seek sealed proposals from companies to provide Athletic Injury Insurance coverage for the college (Estimated \$16,000.00 - Current Unrestricted Operating Budget for 2006-2007)
- XII. Matters Relating to Technology and Institutional Research
- XIII. Matters Relating to Workforce Development, Continuing Education and Distance Learning
 - A. Approve additional amount for an expanded Kid's College class schedule booklet.
 - B. Approval to seek grant funds for an English Literacy and Civics Grant.
- XIV. Matters Relating to Student Services
- XV. Matters Relating to Personnel.....C

- B. Office of President
- C. Office of Academic Affairs
 - 1. Approval of paid professional assignments for spring and summer 2007
 - 2. Approval of paid professional assignments for summer 2007
 - 3. Jason M. Lester reclassified from temporary, full-time instructor of music, F-7-4, to regular, full-time instructor of music, F-7-4, effective May 21, 2007
 - 4. Allyson D. Pluskota reclassified from temporary full-time instructor of radiologic technology, F-1-2, to regular, full-time instructor of radiologic technology, F-1-2, effective September 1, 2007
- D. Office of Administrative Services
- E. Office of Student Services
- F. Office of Workforce Development, Continuing Education and Distance Learning
- G. Office of Technology and Institutional Research
- H. Information Items: Contract Personnel Actions
 - 1. Harold W. Shilk retired as regular, full-time instructor of history, F-3-32, effective July 6, 2007
- I. Information Items: Non-contract Personnel Action
 - 1. Peggy L. Schippers resigned as regular, full-time Sugar Land campus front desk clerk, O-8-2, effective March 26, 2007
 - 2. Andrea Terrazas resigned as regular, part-time workforce development aide, 0-10-0, effective January 8, 2007
- 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. Action on items discussed in closed session
- XVIII. Matters Relating to Formal Policy
- XIX. Other Business

Board of Trustees
April 17, 2007
Agenda

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XX. Adjourn