

**NOTICE OF A REGULAR MEETING
OF THE
WHARTON COUNTY JUNIOR COLLEGE DISTRICT
BOARD OF TRUSTEES**

Notice is hereby given that on the 19th day of June 2007, the Board of Trustees of the Wharton County Junior College will hold a meeting at **6:30 PM**, in the **HUTCHINS MEMORIAL BOARD ROOM** at Wharton County Junior College, 911 Boling Highway, Wharton, Texas. Such a meeting is a regular meeting.

- I. Determination of Quorum and Call to Order
- II. Pledge of Allegiance
- III. Reading of Minutes A
 - A. The regular meeting on May 22, 2007 and the special meeting on May 29, 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
- VII. Reports to the Board
 - A. Financial Reports for May 2007
 - B. Information Item: Management Reports

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- C. Information Item: Reports from College Governance Councils
- D. Information Item: Clipping Service for the month of May 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 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.

IX. Matters Relating to General Administration.....B

X. Matters Relating to Academic Affairs

XI. Matters Relating to Administrative Services

- A. Approve the bid submitted by Villasana’s Landscaping & Lawn Service for the mowing and maintaining the grounds at the Ft. Bend Technical Center and Sugar Land campus for the 2007-2008 school year (\$27,500.00 - current unrestricted operating budget for 2007-2008)
- B. Declare abatements granted to J-M Manufacturing in 2001 and Sage Interests in 2004 null and void
- C. Information Item:
 - 1. Seek sealed bids for the printing of the College’s Credit Class Schedules and Continuing Education Schedules for the Spring, Summer, and Fall of 2008 (estimated \$85,000.00 - current unrestricted operating budget for 2007-2008)
 - 2. Seek sealed bids for an oil and gas lease on Tina Weynandt property

XII. Matters Relating to Technology and Institutional Research

- A. Approve estimated payment amounts for the hardware and software maintenance contracts attached (\$342,059.00 - current unrestricted operating fund budget for 2007-2008)

XIII. Matters Relating to Workforce Development, Continuing Education and Distance Learning

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XIV. Matters Relating to Student Services

XV. Matters Relating to PersonnelC

A. Board of Trustees

B. Office of President

C. Office of Academic Affairs

1. Approval of part-time overload list for summer I 2007
2. Approval of paid professional assignment for summer 2007
3. Connie K. Chong employed as regular, full-time instructor of computer science, FAC-5-10, effective August 20, 2007
4. Jennifer Mooney employed as regular, full-time instructor of english, FAC-1-3, effective August 20, 2007
5. Angela Kocurek employed as temporary, full-time instructor of english, FAC-3-2, effective August 20, 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

I. Information Items: Non-contract Personnel Action

1. Jerry A. Pena separated as regular, full-time continuing education specialist/Sugar Land, P-15-0, effective May 24, 2007
2. Bryan Yurchak employed as regular, full-time HVAC technician, T-15-0, effective May 29, 2007
3. Nora C. Clarke employed as temporary, part-time on-line course developer, \$40.00/hr. x 24hrs./wk x 10wks. = \$9,600.00/yr., effective May 21, 2007
4. Anna L. Sanders employed as temporary, part-time on-line course developer, \$40.00/hr. x 24hrs./wk. x 10 wks. = \$9,600.00/yr., effective May 21, 2007

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- 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).
- A. President's Evaluation
- XVII. Action on items discussed in closed session
- XVIII. Matters Relating to Formal Policy
- XIX. Other Business
- XX. Adjourn

CERTIFICATE AS TO POSTING OR GIVING OF NOTICE

On this ____ day of June 2007, at _____ o'clock, this notice was filed with the County Clerk of Wharton County, Texas, and an original copy was posted at the main entrance of the Administration Building of the junior college district.

Deanna Feyen
Executive Secretary to the President