

Minutes of the Regular Board Meeting

The Board of Trustees

Wharton County Junior College

A Regular Board Meeting of the Board of Trustees of Wharton County Junior College was held Tuesday, May 19, 2026, beginning at 6:30 p.m. in the Hutchins Memorial Board Room and on Zoom. Mr. Pope and Dr. Metcalf presided.

Trustees Present: Mr. Paul Pope; Dr. Priscilla Metcalf; Dr. Bret Macha; Mr. Terry Lynch; Mr. Larry Sitka; Mr. Jay Roussel

Newly Elected Trustees Present: Mr. Ed Erwin, Dr. Wayne Taylor, Mr. David Vallejo

Others Present: Dr. Amanda Allen, President; Dr. David Byrd, Vice President of Access, Completion and Transfer; Leigh Ann Collins, Vice President of Instruction; Scott Cunningham, Vice President of Finance and Administration; Jim Bouliney; Taylor Brune; Clarissa Bueno; Carol Derkowski (zoom); Dr. Melissa Kainer-Erwin; Jessica Garcia; Gary Gillen; Robby Mathews (zoom); Sheryl Rhodes; Ben Sharp; Judge Phillip Spenrath; Wendy Tamayo (zoom); Sheila Taylor; Cindy Ward

I. Determination of Quorum and Call to Order

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

II. Pledge of Allegiance

-Mr. Pope led the Pledge of Allegiance

III. Reading of the Minutes

III.A. Regular Board of Trustee meeting minutes from April 21, 2026

BOARD ACTION: On a motion made by Mr. Lynch and seconded by Dr. Metcalf, the Board unanimously approved the April 21, 2026 Board of Trustee Regular Meeting Minutes as presented.

IV. Citizens' Comments

V. Special Items

V.A. Swearing in of New Trustees

-Judge Phillip Spenrath was present and swore in Trustees Mr. Ed Erwin, Position 3; Dr. Wayne Taylor, Position 4; and Mr. David Vallejo, Position 8 and gave the Oath of Office.

-The Board adjourned into Executive Session at 6:36 p.m.

-The Board reconvened at 6:42 p.m.

V.B. Election of Board Officers

BOARD ACTION: Dr. Macha nominated Dr. Metcalf for the office of Chair and it was seconded by Mr. Roussel. There were no other nominations. After a vote of 9-0, the motion passed.

BOARD ACTION: Mr. Lynch nominated Dr. Macha for the office of Vice Chair and it was seconded by Mr. Roussel. There were no other nominations. After a vote of 9-0, the motion passed.

BOARD ACTION: Mr. Pope nominated Mr. Roussel for the office of Secretary and it was seconded by Mr. Lynch. There were no other nominations. After a vote of 9-0, the motion passed.

V.C. Board Calendar

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

V.D. Reports from Board Committees

V.D.1. WCJC Mission Statement

-Dr. Allen asked the Board to review the draft Mission Statement presented in their packet and provide feedback. The revised mission statement will be presented at the summer retreat for board input prior to approval at the July meeting.

VI. Presentations, Awards, and/or Resolutions

-Dr. Allen recognized Leigh Ann Collins on her years of service to the institution. She commended her on her commitment to the institution, the faculty and the students she has served. VP Collins was committed to quality education above all else and this institution is exceptionally better because of her leadership and guidance.

VII. President's Report

-Dr. Allen presented the President's Report for May which included an overview of guided pathways work by Dr. David Byrd.

VIII. Reports to the Board

VIII.A. Financial Reports

VIII.A.1. April 2026 Monthly Financials

-Mrs. Ward presented the April 2026 financial report.

-BOARD ACTION: On a motion made by Mr. Pope and seconded by Dr. Macha, the Board approved the April 2026 financials as presented.

VIII.A.2. April 2026 Financial Aid Report

IX. Consent Agenda

X. Matters Relating to General Administration

X.A. Approve the Wharton County Junior College Board of Trustees Bylaws (N/A)

X.B. Notify the Board of Trustees that WCJC is the recipient of a donation from Duncan W. Corbett for the construction of the WCJC Students Commons (\$20,000.00 (Donation amount; no cost to the institution))

X.C. Consider approving the attached Resolution Granting a Property Tax Exemption for the Egypt Plantation Museum (\$0.00 (Exemption of approximately \$75.00 in property tax revenue))

X.D. Approve revision of WCJC Policy DIAA (Local) and FFDA (Local) to reflect change in Title IX Coordinator (\$60 (FY26 Current Operating Budget))

X.E. Notify the Board of Trustees that WCJC is the recipient of a workforce training grant for the Air Conditioning, Heating, Refrigeration, and Electrical Technology Program (\$338,693 (award amount; \$17,827 match will be included as part of the FY27 operating budget))

X.F. Notify the Board of Trustees that WCJC is the recipient of a Nursing Shortage Reduction Program grant awarded through the Texas Higher Education Coordinating Board (\$15,599.24; no matching required)

XI. Matters Relating to Academic Affairs

XI.A. Approve Plumbing Technology - Tradesman Program (Credit) & Pipefitting Noncredit Program (Noncredit) (Funded within state special appropriations FY26 and FY27)

XII. Matters Relating to Access, Transfer and Completion

XIII. Matters Relating to Finance

XIII.A. Authorize the President, or designee, to approve and execute purchases necessary to complete dorm and other campus wide repairs (\$325,000 (Plant, Repair & Replacement Fund))

XIV. Matters Relating to Information Technology

XIV.A. Approve Ellucian Managed Services Agreement to Provide Six Months of Technical and Functional Support for Banner 9 Saas Conversion (\$89,300 (Houston Endowment Grant funds))

XIV.B. Approve the purchase of 50 computers for the Bay City Campus expansion (\$73,524 (FY26 Special Appropriations))

XV. Matters Relating to Personnel

XV.A. Office of President

XV.A.1. Rhonda Clayton received a change in title/assignment from regular, full-time athletic documentation specialist, P-15-16 to regular, full-time assistant athletic director, AA-1-16 effective April 1, 2026

XV.A.2. Lindsey McPherson received a change in title/assignment from regular, full-time associate vice president of academic affairs, VP-5-67 to regular, full-time chief of staff, VP-5-76 effective August 1, 2026

XV.B. Office of Academic Affairs

XV.B.1. Michael Bocco employed as regular, full-time instructor of history, FAC-7-10 effective August 17, 2026

XV.B.2. Christine Courteau employed as temporary, full-time instructor of speech, FAC-1-9 effective August 17, 2026

XV.B.3. Steven Farrar employed as regular, full-time instructor of speech, FAC-1-7 effective August 17, 2026

XV.B.4. Kimberly Ashburn received a change in title/assignment from regular, full-time accessibility & instructional media technologist, AA-1-6 to regular, full-time director of continuing education, CA-15-10 effective May 20, 2026

XV.B.5. Silvana Delgado Andrade received a change from temporary, full-time instructor of physics, FAC-7-0 to regular, full-time instructor of physics, FAC-7-0 effective August 17, 2026

XV.C. Office of Access, Completion and Transfer

XV.C.1. Lori Rosales received a change in title/assignment from regular, full-time IT project manager, A-8-7 to regular, full-time college recruiter, A-5-9 effective date TBD

XV.D. Office of Finance

XV.E. Office of Information Technology

XVI. End of Consent Agenda

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

XVII. Paid Professional Assignments:

XVII.A. Information Items

XVII.A.1. Paid Professional Assignment for Trey Porras, job duties and responsibilities of athletic director, 06/01/2026 - 08/31/2026 - \$6,750.00

XVII.A.2. Paid Professional Assignment for Lindsey McPherson, interim responsibilities of VP of Academic Affairs, June - August, 2026 - \$3,000.00

XVIII. Executive Session

XVIII.A. Discuss Personnel Matters

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

-No action was taken.

XX. Discuss Matters Relating to Formal Policy

XXI. Adjourn

-The meeting adjourned at 7:56 p.m.