WCJC
BOARD OF TRUSTEES
AGENDA PACKAGE
FOR THE REGULAR BOARD MEETING

MARCH 8, 2005

Prepared by the
Office of the President
Wharton County Junior College
<table>
<thead>
<tr>
<th>BOARD POSITION</th>
<th>NAME</th>
<th>TERM EXPIRES</th>
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<tbody>
<tr>
<td>7</td>
<td>P. D. (Danny) Gertson, III Chair</td>
<td>May 2006</td>
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<tr>
<td>5</td>
<td>Rick Davis Vice-Chair</td>
<td>May 2006</td>
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<tr>
<td>9</td>
<td>Jack C. Moses Secretary</td>
<td>May 2010</td>
</tr>
<tr>
<td>3</td>
<td>Georgia Krenek</td>
<td>May 2008</td>
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<tr>
<td>8</td>
<td>Oliver W. Kunkel, Jr.</td>
<td>May 2008</td>
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<td>4</td>
<td>Phyllip W. Stephenson</td>
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<tr>
<td>1</td>
<td>Lloyd M. Nelson</td>
<td>May 2010</td>
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AGENDA

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

MARCH 8, 2005

See Under Tab

I. Determination of Quorum and Call to Order

II. Pledge of Allegiance

III. Reading of Minutes

A. The regular meeting on February 15, 2005
B. The special meeting on February 19-20, 2005

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. Discuss appointment of a board member to fill position #2

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

VII. Reports to the Board

A. Financial Reports for February 2005

(FINANCIAL REPORTS ARE MAILED UNDER SEPARATE COVER)

B. Information Item: Management Reports

C. Information Item: Reports from College Governance Councils

D. Information Item: Clipping Service for month of February 2005

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

A. Approve the low bid of $20,875.00 for 20,000 college catalogs from McNaughton & Gunn, Inc. of Saline, Michigan – ($20,875.00 – current unrestricted operating budget for 2004-2005 – plus $20.00 per “Blue Line” change & $850 per extra 1000 needed)

B. Approve the creation of a new faculty position in biology

XI. Matters Relating to Administrative Services

A. Approve the bid from Texas Association of School Boards for the College’s Automobile Insurance Coverage for the period from April 1, 2005 to September 30, 2006 – ($5,247.00 – current unrestricted operating budget for 2004-2005 and $10,492.00 – current unrestricted operating budget for 2005-2006)

B. Approve, by resolution, Wharton County Junior College’s participation in the U.S. Communities Cooperative Purchasing Alliance
Information Items:

1. Seek bids from vendors to provide office supplies to the college – ($90,000 - individual department's current supply budget for 2005-2006)

2. Seek sealed proposals from companies to provide property & casualty, general liability, boiler & machinery, crime, umbrella liability, director's and officer's errors and omissions, and athletic injury insurance coverage for the college – ($240,000 - current unrestricted operating budget for 2005-2006)

3. Seek bids from vendors to provide seating for the Horton Foote Theater in the Fine Arts building ($90,000 - plant fund repair and replacement for 2004-2005)

XII. Matters Relating to Technology and Institutional Research

XIII. Matters Relating to Student Services

XIV. Matters Relating to Personnel

A. Board of Trustees

1. Approve contract actions as listed in the attached agenda brief

B. Office of President/Senior Administration

1. Approve reclassification of Dale Pinson from regular, full-time dean of workforce development, continuing education, and distance learning, D-11-39, to regular, full-time vice-president of workforce development, continuing education and distance learning, VP-13-43, effective April 1, 2005

C. Office of Academic Affairs

1. Approve department head pay for the spring 2005 semester

D. Office of Administrative Services

E. Office of Student Services

F. Information Items: Contract Personnel Actions

1. Nancy E. Partlow, retired as regular full-time instructor of biology, FAC-6A-33, effective May 20, 2005.

G. Information Items: Non-contract Personnel Action

XV. 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).

XVI. Action on items discussed in closed session
XVII. Matters Relating to Formal Policy
   A. First Reading: Regulation 890: Professional Growth for Support Staff

XVIII. Other Business

XIX. Adjourn
WHARTON COUNTY JUNIOR COLLEGE DISTRICT
AGENDA BRIEF
AGENDA ITEM III

Reading of the Minutes

A. The regular meeting on February 15, 2005
B. The special meeting on February 19-20, 2005
MINUTES
Regular Monthly Meeting of the
Wharton County Junior College
Board of Trustees
February 15, 2005

The Wharton County Junior College District Board of Trustees met in regular session on February 15, 2005 at 6:30 PM in the Hutchins Memorial Board Room. Mr. Gertson presided.

Trustees Present: Mr. Danny Gertson, Chair; 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. Gerald Donaldson.

Others Present: Ms. Betty McCrohan, President; Dr. Ty Pate, Senior Vice President of Instruction; Mr. Bryce Kocian, Vice President of Financial Services; Ms. Pam Youngblood, Vice President of Technology and Institutional Research; Ms. Gloria Crockett, Executive Secretary to the President; Ms. Makyla Dunn, Administrative Clerk to the President; Ms. Barbara Bubela; Ms. Zina Carter; Mr. Mike Feyen; Mr. Scott Glass; Mr. Robby Mathews; Mr. Mike Mills; Mr. Dale Pinson; Dr. Wayne Taylor; Mr. Gus Wessels; and Mr. Phillip Wuthrich.

Also Present: Mr. Ron Sanders; Wharton Journal Spectator.

ITEM I: DETERMINATION OF QUORUM AND CALL TO ORDER

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

-Mr. Gertson asked that there be a moment of silence on behalf of Mr. Petersen.

ITEM II: PLEDGE OF ALLEGIANCE

-Mr. Gertson led the Pledge of Allegiance.

ITEM III: READING OF MINUTES

A. The minutes of the regular meeting for January 18, 2005 were approved as presented.

ITEM IV: CITIZENS' COMMENTS

-None-

ITEM V: SPECIAL ITEMS

-The following resolution in memory of Lawrence James Petersen was read by Mr. Gertson:
RESOLUTION

Whereas, Mr. Lawrence J. Petersen has served honorably and well as a Trustee of the Wharton County Junior College since 1986, having been elected to the office of Chairman of the Board in 1992; and

Whereas, Mr. Petersen has contributed untold hours of voluntary service to Wharton County Junior College, such service being made possible by time away from his farming operation, and by the generosity and support of his loving wife Gloria, and their children Pamela Pope, Laurie Martin, and Kyle Petersen; and

Whereas, Mr. Petersen has, for the past 19 years, given the Board of Trustees of Wharton County Junior College the benefits of his perspective as a community leader, his skills of analysis, his considered judgment, his tireless devotion to the College, and his sound counsel as a trusted colleague; and

Whereas, Wharton County Junior College has benefited from his leadership and love for the College, as evidenced by record enrollments, extended programs and curricula, expanded and improved facilities, advanced technologies, and a strong financial condition; and

Whereas, the Board of Trustees of Wharton County Junior College wishes to join the family and community in mourning the loss of Lawrence J. Petersen, who died January 31, 2005, at the age of 73; and

Whereas, the Board of Trustees of Wharton County Junior College wishes to memorialize forever its expressions of gratitude to Mr. Petersen; now

Therefore, be it known to all present, that the Board of Trustees of Wharton County Junior College does hereby bestow its highest commendation and accolades upon Lawrence J. Petersen and to that end hereby adopts this RESOLUTION and orders that it be spread upon the permanent records of this Board and that a copy of same be presented to Gloria Petersen as a token of its esteem.

EXECUTED, APPROVED, AND ADOPTED, this 15th day of February, 2005

Mr. P.D. “Danny” Gertson, III, Chairman
Board of Trustees

BOARD ACTION: On a motion by Mrs. Krenek and a second, the board unanimously adopted the Resolution for Mr. Petersen as presented.

Discussion followed on how to fill the position vacated by Mr. Petersen. The law requires that we fill the position within 180 days of the vacancy. The board decided to appoint a member with the procedure to be decided on at a later date.
-Mr. Gertson appointed trustees to the following committees:

**Legislative Committee**

- Mr. Lloyd Nelson, Chair
- Mrs. Georgia Krenek
- Mr. Phil Stephenson

**Facilities Committee**

- Mr. Gerald Donaldson, Chair
- Mrs. Georgia Krenek
- Mr. Jack Moses

**Audit/Finance Committee** – this committee will remain as is:

- Mr. Oliver Kunkel, Chair
- Mr. Rick Davis
- Mr. Lloyd Nelson
- Mr. Phil Stephenson

**ITEM VI: PRESENTATIONS, AWARDS, AND/OR PRESIDENT'S REPORT**

A. Ms. McCrohan reported the following:

1. The Texas Monthly magazine contains advertisement for Wharton County Junior College. Ms. McCrohan distributed the advertisement flyers.

2. The student government association will represent WCJC at Texas Community College Student Day in Austin

3. The next president lecture series will be Tuesday, February 22, at 7:30 PM in the Pioneer Student Center. The program will be presented by Captain Matthews on the Buffalo Soldiers.

**ITEM VI: Reports to the Board**

A. **Financial Reports**

- Gus Wessels reviewed the financial reports for January 2005.


**BOARD ACTION:** On a motion by Mr. Stephenson and a second, the board unanimously approved the financial reports, and the Textpool report for January 2005.

**ITEM VII-B: MANAGEMENT REPORTS**

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

1. Department of Information and Technology: Pam Youngblood (Research Analyst/Chief Reporting Officer)
2. Financial Aid: Gus Wessels, (Dean of Financial and Business Services)
3. Student Services: Wayne Taylor (Dean of Student Services)
4. Minutes of Councils and of Extended Cabinet

ITEM VII-C: REPORTS FROM COLLEGE GOVERNANCE COUNCILS

-None-

ITEM VII-D: CLIPPING SERVICE FOR MONTH OF JANUARY 2005

-News reports relating to the operations of Wharton County Junior College were clipped from area newspapers for the month of January 2005 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

-Mr. Kunkel presented the proposed account receivables write-off policy that was approved by the Audit/Finance committee.

B. Facilities Committee: Mr. Donaldson

-None-

C. Legislative Committee: Mr. Nelson

-Mr. Nelson stated that the legislative committee met at 5:00 PM and a citizen's handbook was provided. Listed in the book are bills presented, meetings, diagrams and floor plans of the state capital and some resolutions and key issues of the community colleges. Also, an education code handbook was presented to the committee. The committee’s goal is to create an organized plan of action.

BOARD ACTION: On a motion by Mr. Kunkel and a second, the board unanimously approved the consent agenda as presented.

-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

ITEM XI: MATTERS RELATING TO ADMINISTRATIVE SERVICES

A. Approve Sodexo as the operator of the College’s cafeteria and set the board fees charged to students living on campus at $1,000.00 a semester beginning with the Fall of 2005 – ($100,000.00 – auxiliary fund budget for 2005-2006)

B. Ratify the emergency purchase of $23,348.40 of electrical equipment and supplies from Barbee Services, Inc. – ($23,348.40 – current unrestricted operating fund budget for 2004-2005)

C. Approve the quote from Weatherproofing Technologies, Inc. of $78,626.07 for the replacement of final portion of the roof at the Sugar Land Campus and the transfer of the same amount from the plant fund’s repair and replacement fund to the current unrestricted fund – ($78,626.07 – plant repair and replacement fund for 2004-2005)

D. Information item:
   1. Seek bids for the selection of a bank depository

ITEM XIII: MATTERS RELATING TO PERSONNEL

A. Board of Trustees

B. Office of President/Senior Administration

C. Office of Academic Affairs
   1. Approve paid professional assignment for spring 2005
   2. Approve full-time faculty overload for spring 2005 semester
   3. Approve part-time faculty overload for spring 2005 semester
   4. Approve salary adjustment for Karen Lescure as temporary, full-time instructor of English from FAC-1-7 to FAC-2-7, effective August 23, 2004
   5. Approve reclassification of Karen Lescure as temporary, full-time instructor of English to regular, full-time instructor of English, FAC-2-7, effective May 21, 2005

D. Office of Administrative Services

E. Office of Student Services

F. Information Items: Contract Personnel Actions
G. Information Items: Non-contract Personnel Actions

1. Theresa L. Mata resigned as, regular, part-time workforce development, continuing ed., distance learning aide, $9.57/hr. x 32 hrs./wk. x 30 wks. = $9,187.20/yr., effective November 30, 2004

2. Veronica A. Terrazas employed as a regular, part-time workforce development, continuing education, distance learning aide at $9.57/hr. x 20 hrs./wk. x 35 wks. = $6,699.00/yr., effective February 7, 2005

3. Christopher J. Streett employed as a temporary, part-time computer technician, $12.12/hr. x 19.5 hrs./wk. x 33 wks. = $7,800.00/yr., effective January 26, 2005

4. Linda K. Schilhav was reclassified and received a salary adjustment as temporary, full-time project manager assistant, P-9-19, to regular, full-time administrative assistant to the Vice President of Technology and Institutional Research, P-13-19, effective February 1, 2005

5. Makyla E. Dunn was reclassified and received a salary adjustment as temporary, full-time financial aid clerk, 0-6-0, to a regular, full-time administrative clerk to the president, 0-10-0, effective February 7, 2005

THE BOARD DID NOT ENTER IN EXECUTIVE SESSION.

XIV. 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).

XV. Action on items discussed in closed session.

-None-

ITEM XVI: MATTERS RELATING TO FORMAL POLICY

-None-

ITEM XVII: OTHER BUSINESS

-Mrs. Krenek reminded the board that there would be a band/jazz band concert at the Horton Foote Theater on Thursday, February 17, 2005, at 7:30 PM.
-Mrs. Krenek attended a concert at the Methodist Church on Sunday, February 13, which was performed by Phil and Lucille Hart. Mrs. Krenek stated that the concert was very well attended and that she appreciated the participation of college staff in community events.

ITEM XVIII: ADJOURN

-The meeting adjourned at 7:18 PM.
MINUTES
Special Called Meeting of the
Board of Trustees
Board Retreat
February 19-20, 2005

The Wharton County Junior College District Board of Trustees met in special session on February 19-20, 2005 at 8:30 PM and again at 8:00 AM at the Marriott Hotel in Sugar Land, TX.

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

Trustees Absent: Mr. Jack Moses, Secretary

Others Present: Ms. Betty McCrohan, President; Dr. Ty Pate, Senior Vice President of Instruction; Mr. Bryce Kocian, Vice President of Financial Services; Ms. Pam Youngblood, Vice President of Technology and Institutional Research; Mr. Dale Pinson, Dean of Workforce Development, Continuing Education and Distance Learning; Ms. Gloria Crockett, Executive Secretary to the President; Ms. Makyla Dunn, Administrative Clerk to the President;

Also Present: Mr. Cliff Terrill

Ms. McCrohan provided a handout of the college’s history. See attachment I (under separate cover).

DISCUSS/IDENTIFY CONTRIBUTIONS MADE BY THE BOARD:

The following comments were made by the board of trustees:

Issues
-Community communication
-The board should bring the benefits of their own experiences.
-Understanding the role of the board and of the administration
-The board needs to bring and take communication to the community.
-The board needs to have visibility as representatives of the college.
-Visibility is also very important to our legislature.
-Fiduciary responsibility
-It is important for the college to make the staff feel free to be innovative.
-Support and trust are critical.
-Increase in salary base to attract quality instructors

Board Contributions
-Community communication
-Experience/background
-Supportive of administration
-Assist administration to set direction
-Vision/future
-Visibility
-Fundraising
-Create climate of support and trust
-Mutual respect
-Ethics

CRITICAL ISSUES AND NEEDS:

The following comments were made by the board of trustees:

Comments:

- The college still needs quality facilities to attract the public.
- The college needs to stay on the cutting edge of what the public wants especially with the classes that WCJC offers.
- The word junior is going to be a detriment to the college over the next 20 years.
- One big issue is image.
- Some kids are embarrassed to say that they are going to WCJC.
- The shorter the name is for the college the better it is.
- WCJC needs to do a better job telling others about our college and what we have to offer.
- WCJC should add evening programs to address the community needs. The college should be responsive to the needs of the community.
- WCJC needs to be the best and offer the best programs anyone can get whether it be a night or day class. The college needs to narrow the focus and see if it can expand on some of its existing programs.

Critical Issues:
- State appropriation
- Finance
- Maintaining human resources
- Adequate staffing
- Facilities/maintenance and growth
- Maintaining and developing community support
- Image/name of the college/remove junior
- Marketing
- Respond to needs of the community, classes when and where needed
- Focus mission
- Attracting new faculty and staff
- Maintaining profitability

STRENGTHS:

- Financial stability
- Location
- Personnel/faculty
- Value of education
- Potential for growth/demand for service
- Public relations
- Leadership
- Facilities
- Willingness to change
- Partnerships
WEAKNESSES:

- Name
- Adequate tax base
- Lack of state support
- Salary
- Lack of depth in staff
- Board training/self evaluation
- Board communication

OPPORTUNITIES:

- Partnership with U of H
- Bay City
- Population growth in Ft. Bend County

THE BOARDS ROLE:

- Leadership
  A.) Planning
  B.) Risk taking
- Provide vision
- Define mission
- Adequate resources

Betty McCrohan, President; Dr. Ty Pate, Senior Vice President of instruction; Bryce Kocian, Vice President of Financial Services; Pam Youngblood, Vice President of Technology and Institutional Research and Dale Pinson, Dean of Workforce Development, Continuing Education, and Distance Learning gave presentations of the strengths, weaknesses, opportunities, and threats (SWOT) of their areas. See attachments II-V (under separate cover).

Ms. McCrohan provided a handout to facilitate the board’s review of the mission/board goals. See attachment VI-VII (under separate cover).

A.) The mission statement change was discussed. A revised statement will be an agenda item for board approval.

B.) Board goals were discussed but adequate time was not available to complete the goals. Board members were asked to bring goals to the next meeting for discussion.

The meeting was adjourned at 12:15 PM on Saturday February 20, 2005
Management Reports

The following management reports for the month of February 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: Wayne Taylor (Dean of Student Services/Director of Dual Credit Enrollment)
February Highlights

The Institutional Research office has been working closely with Louis Blanchard, a program developer with the Texas Connection Consortium, as a beta test site to produce a file for the CBM002 report. They have also produced, submitted, and certified the CBM006 report for fall 2004 to the Coordinating Board. They completed and locked the winter IPEDS and prepared information for the Title III grant application. Since the Institutional Research office has been focusing on the completion of the Texas State Initiative report, the programming staff has been helping to complete requested reporting tasks.

The programming and Institutional Research staff has been evaluating a reporting product from Evisions called Argos. This product states that it is a web based information access and distribution tool. Currently, Microsoft Access is our tool for report distribution for administrative processes.

The Database Administrator continues to work with the Texas Connection Consortium in the quest to implement the modifications for Banner 6.2. He has been building new test instances to accommodate each area of testing.

In the month of January, the networking team installed 25 computer systems in computer lab 141 in Richmond. The networking team received 126 new service requests in January. Of the 126 new service request, 78 were completed. A total of 116 outstanding issues were completed in January.
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February 2005 Testing Report

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Minutes of Councils
And Extended Cabinet

By board directive, all minutes of these meetings, after October 21, 1999, are to be included in the board agenda under Management Reports.

Following this cover sheet, therefore, are minutes for the following:

Academic Affairs Council
   February 9, 2005

Administrative Council
   None

Faculty Council
   December 8, 2004
   January 26, 2005

Faculty Association Meeting
   January 14, 2005

President’s Extended Cabinet
   February 22, 2005
MINUTES
ACADEMIC AFFAIRS MEETING
February 9, 2005
3:00 PM, Curriculum Development Center

Present: Kevin Dees, Jerry Hoke, G. G. Hunt, Mary King, Dr. Kirby Lowery, Dr. Ty Pate,
Kim Raun, Pat Rehak, Dr. Paul Spellman, Dr. Wayne Taylor

Absent: Gene Bahnsen (excused for physical therapy)

I. Dr. Pate announced another record enrollment for Spring 2005 semester. The twelfth class
day unduplicated headcount enrollment is 5,680, an increase in 200+ over the Spring 2004
enrollment headcount. Dr. Pate congratulated those present for a job well done, and asked
everyone to extend the congratulations to all faculty and staff.

II. 60 Minutes video presentation: A video presentation was shown of a 60 Minutes report on
“For Profit” colleges. A discussion followed.

III. Academic Advising issues: The current system does not have checks to catch students who
are not college ready. Dr. Pate asked for a plan to address this problem. After a discussion,
the following recommendations were unanimously agreed upon:

- Address the Banner system’s inability to restrict enrollment based on THEA test
  scores
- Add all course prerequisites that appear in the catalog to the system
- Students who are not TSI ready must be advised prior to registering on line.
- All first semester students must be advised prior to registering on line.
- Identify students who are on academic probation and try to advise these students.
- If a student chooses to self-advice who is in one of the above categories, require a
  self-advising waiver form to be signed by the student.

Dr. Taylor said he would like an estimate of the number of students who would need advising
using the above criteria to see if this plan is possible with his counseling staff.

IV. Marketable Skills Achievement Awards: Dr. Pate distributed a handout from the WECM
Manual outlining the criteria for “Marketable Skills Achievement Awards”. Pat Rehak had
brought this to Dr. Pate’s attention and said it is an area we might want to look at. Students
who are not college ready could be advised toward a marketable skill in credit or non-credit
classes. A needs assessment for our geographic location will need to be done to determine
what marketable skills are needed. After a discussion, Dr. Pate asked Pat Rehak to move
forward with the program as she sees fit.

V. Starlink Survey: Dr. Pate asked all Division Chairs and Department Heads to log on to
that all faculty and staff can participate in the survey, so they are free to ask others to do so.

VI. Reports:

1. Jerry Hoke, Library:
The Library website is very good and Jerry has been very pleased with the cooperation he has received from Eric Li. G. G. Hunt remarked the library link on our website has been very useful to online teachers.

Mr. Hoke said the conversion from the Dewey decimal system to the Library of Congress number system has proved to be a very large job, and he is going to request a part-time helper until the conversion is completed.

Mr. Hoke said he would like to see more research assignments given to utilize the Library. G. G. Hunt replied that the research assignments that are given are probably being done via the online services, so the library would not be aware of these students use.

Ms. Hunt asked Mr. Hoke if the library had plans to upgrade to DVD players. He replied yes, when units need to be replaced, DVD/video players will be purchased.

2. Dr. Pate (for Gene Bahnsen), Athletics:

The baseball team started conference play and they are 3 and 3 at the present time.

The volleyball season is over. The volleyball team will continue off-season workouts.

The first rodeo is coming up and we are hoping for a successful season.

Dr. Lowery asked if WCJC would ever consider adding additional sports such as golf, tennis or basketball. Dr. Pate replied he would not support the addition of new programs unless the resources are available to ensure that the programs be “state-of-the-art”. The gym, as it is currently, is not appropriate for NICAA intercollegiate basketball.

3. Dr. Taylor, Student Services and Concurrent Enrollment:

Dr. Taylor distributed handouts listing test center data, concurrent enrollment revenue, and concurrent enrollment headcounts. The Spring 2005 headcount is 838, compared to 720 for Spring 2004.

Dr. Taylor announced a meeting for principal and counselors involved in dual credit classes with WCJC is scheduled for Monday, February 14 in the Student Center.

A Floral Design course will be taught at Columbus and Weimer that is the first WECM dual credit course.

Dr. Taylor reported Rice Consolidated School District will begin offering WCJC dual credit classes in Fall 2005.

Dr. Pate said Juli Aaronson is to be commended for her recruiting efforts, and the testing staff has done a large number of tests (1,000 in January) with only three employees. Dr. Pate said the counselors are also doing a great job.

VII. Dr. Pate announced budgets will be entered in March. A formal announcement will be given when the computer system is ready for budget input.

VIII. Electronic submission of minutes: Dr. Pate announced all minutes should be sent electronically rather than a hard copy. Ms. McRohan keeps only electronic versions. Dr. Pate keeps hard copies, but we can print them out from the electronic submission.
IX. Fall Schedule: The Fall 2005 schedule has been rolled over and is now available on the Banner Student Reports menu. Following a discussion of faculty scheduling preferences, Dr. Pate stated the task of creating a workable schedule must be driven by the needs of students (foremost).

X. Annual Plan – The Higher Education Regional Council (HERC) Annual Distance Education Plan is due in March. All Division Chairs should e-mail to Bonnie any additions or deletions to courses being offered via any distance education mode (ITV, video, or web). Also, an updated list of off-site instructional locations will need to be included.

XI. Other: Dr. Pate reminded the group to forward all evaluations to his office for his signature by the end of February. Dr. Pate will return a copy of signed evaluations to each supervisor and forward the originals to Human Resources.

Meeting adjourned at 4:50.

Minutes typed and approved on February 10, 2005.

Dr. Ty Pate

cc: Betty McCrohan
Date of Meeting: Dec. 8
Time: 3:00 p.m.
Place: Fort Bend Technical Center-Richmond


Members Absent: Joy Wind, Debbie Yancey

The meeting was called to order at 3:04 by Leigh Ann Collins. A quorum was present.

The minutes of Nov. 10, 2004 were approved as amended.

Old Business:

1. LAC reported that the nominee for the Piper Award had been forwarded to Dr. Ty Pate. She reported that there was a nominee for the NISOD award and that the Faculty Council would be asked to vote on the nominee. At this point, Dr. Joyce O’Shea, the nominee, was asked to leave the room. The nominee was accepted and her name will be forwarded to Dr. Pate. During the discussion of the award several suggestions were made by Faculty Council members. One suggestion was that all future award nomination solicitations include the word deadline in the narrative. Another suggestion was that the process be revised so that the information provided to the Faculty Council to use for voting purposes be provided by the actual nominee and not a third party. The ad hoc awards committee will take these suggestions into consideration.

2. The ad hoc Awards Committee circulated a draft document for the upcoming faculty of the year award. Several suggestions were made to change the language on the draft. The draft will be revised and circulated to Faculty Council members. The document will be sent to all faculty before the Employee Banquet which is in mid April. The nomination form will have clear deadlines for nomination and for submission of qualification statements.

3. LAC reported that there is an evacuation device on each campus. This device at Wharton is in the hands of security. Any faculty member wishing to be trained on how to use these devices can contact security or the campus director to learn how to use the devices.
4. LAC led a discussion of the inquiry from President McCrohan regarding increasing part-time/overload pay in lieu of paying overload or part-time instructional travel expenses. During the discussion several suggestions and comments were made. First, many of the faculty members consulted would like to see WCJC increase the part-time/overload pay and also keep the part-time/overload instructional travel. A second item of consensus was that the suggested figure of $1,800 per overload or part-time course was not high enough. Additionally, others argued for an overall pay increase rather than an increase for part-time or overload pay. The Faculty Council decided to collect information on part-time/overload pay within the Gulf Coast Consortium and use this information to help frame their response to the President’s inquiry.

5. LAC reported that the Nov. and Dec. Extended Cabinet meetings have been cancelled. The item regarding the VCT will be on the agenda for the next meeting.

New Business:

1. Jon Loessin requested that at the next meeting of the Faculty Association a proposal to change the name of the Faculty Council back to the Faculty Advisory Committee or any other suggestion. Jon will address the Faculty Association on this issue.

2. LAC reported that some individuals had approached Human Resources to see if they could meet with Faculty Council on buying back textbooks. The Faculty Council declined the request.

Other

1. LAC requested that Faculty Council members stay immediately after the Faculty Association meeting to set the date for the Jan. Meeting.

Extended Cabinet Items:

1. The Faculty Council officers will take the previous concerns about the VCT to the Extended Cabinet.

Adjournment:

The meeting adjourned at 4:32. The motion to adjourn was made by Jim Carolan and seconded by Ron Vardy.
Chairman: Leigh Ann Collins

Secretary: Liz Rexford

Date Approved: 1-26-05

Date of Meeting: January 26, 2005
Time: 3:30 p.m.
Place: Peace Building, Wharton


Members Absent: Robin Nealy, Ron Vardy

The meeting was called to order at 3:35 by Leigh Ann Collins. A quorum was present.

The minutes of the December 8, 2004 meeting were approved.

Old Business

1. LAC reported that there is no new news regarding the Piper or NISOD awards.
2. Joyce O’Shea discussed the Faculty of the Year nomination form revised by the ad hoc Awards Committee. Several modifications were made to the form. Joyce will make the changes and send the revised form to LAC who will send it to the entire faculty.
3. LAC reported that there has been no further discussion with the president on the inquiry about travel pay and part-time/overload compensation. LAC reported that she sent an e-mail to the members of the Gulf Coast Consortium requesting information on
   a. The beginning faculty salary for a 9-month employee with a Master’s degree, no experience, and;
   b. The median salary for all 9 month faculty with a Master’s degree.
She circulated a summary of her results, noting that some institutions did not respond and that some of the information she gathered from the internet.

New Business

1. Jon Loessin presented a proposal for the creation of a Faculty Awards committee to the members of the Faculty Council. The proposal, with corrections and
modifications was accepted by the council and will be presented at the Extended Cabinet meeting.

2. LAC led a discussion of several items from the faculty association meeting.

   a. **Pay Increases:** LAC reported that at the Faculty Association meeting a concern for increasing faculty pay but maintaining the same level and price for insurance was expressed. After considerable discussion an ad hoc Faculty Salary Committee of Sue Poor, Jo Ann Lurker, J.B. Groves and LAC was created. The committee will look into:
      - Competition for applicants (the impact of high schools on recruitment and retention)
      - Enrollment increases and increased compensation
      - Demographics
      - Salary increases and the cost of living
      - Benefit levels

   b. **Direct Deposit:** LAC reported that Conrad Kieler stated that direct deposit may be available by the end of the semester. He stated that the system is still being tested. LAC suggested that this item be taken to Extended Cabinet for a status update. Faculty Council voted to take the item to Extended Cabinet.

   c. **Tuition Reimbursement for Formal Education:** LAC reported that this item is addressed in the Professional Growth Plan and should be addressed at the division level between the employee and the Division Chair.

   d. **Faculty Load:** LAC reported that several committees have researched the issue of redefining a faculty load and adjusting compensation to meet the new load definition. She reminded members that an ad hoc Faculty Workload Committee had revised Reg. 465 and sent the revisions to the President. She suggested to Faculty Council that this report be introduced to the Extended Cabinet. The faculty Council accepted this suggestion.

   e. **Monday to Thursday Instructional Days:** LAC reported an expression of Interest in instituting a Monday to Thursday instructional week with Friday reserved for office hours and committee meetings. LAC stated that this suggestion had been studied in the past but had not been implemented campus wide. She stated that she would seek clarification about the issue from administration and report back to the council.

3. Other items discussed at the Faculty Association Meeting were:
   - **Hard Copy of Syllabi** – At the Association meeting LAC reiterated that this is the expressed wish of the Senior Vice President of Instruction, Dr. Ty Pate.
• Professional Development – At the Association meeting LAC stated that this is an issue best handled at the Division Level between faculty members and the Division Chair.

• Timely Delivery of Faculty Council Minutes – At the Association meeting LAC stated that the minutes are not placed on the WCJC intranet till signed and approved by Faculty Council. There will always be a monthly delay due to approval.

Other

1. Will Heierman reported that the Faculty Evaluation Committee would like to have any concerns/comments about evaluations reported to the committee members. Interested faculty can direct their inquiries or comments to F. Carey – Chair of the Faculty Evaluation Committee L. Clark, P. Hart, W. Heierman, R. Brown, D. Soderstrom- Committee Members.

2. LAC and the members present set meeting dates for the entire semester. Secretary Liz Rexford will send out an e-mail with the specific locations, dates, and times for these meetings.

Extended Cabinet Items:

1. Virtual College of Texas
2. Direct Deposit
3. Faculty Workload
4. Faculty Awards Committee

Adjournment
The meeting adjourned at 4:45.

Chairman: ________________________________
Leigh Ann Collins

Secretary: ________________________________
Liz Rexford

Date: ________________

Faculty Association Minutes

Date of Meeting: Jan. 14, 2005
Place: Fine Arts, Wharton
Time: 10:15

1. LAC announced that D. Glenn had received the Piper Nomination and that Joyce O'Shea had received the NISOD award. She congratulated both individuals.
LAC also stated that Faculty Council was working on the Faculty of the Year nomination process and that the new nomination materials would be sent by e-mail to faculty members in advance of the March 11th deadline.

2. Jon Loessin presented information on a request he had received to have the name of the Faculty Council changed. One suggestion was to change the name to the Faculty Advisory Council. This idea was discussed as per the request of the Faculty Council, the proposal may be formally voted on at the fall Faculty Association meeting.

3. LAC presented the idea of creating a special Awards Committee to take over the increasingly time consuming responsibility of selecting award nominees. The proposal for such committee arose after a previous meeting with the President & VPI. She presented a draft proposal for a committee composed of members elected by their divisions with a stipulation that all campuses be represented on the Awards Committee and that committee members would not be eligible for any award while serving on the committee. With the approval of the association this idea will be taken to the Faculty Council.

4. LAC stated that the information collected about a possible overload pay increase in lieu of instructional travel pay had not been presented to the President as no Extended Cabinet meetings had been held in November or December. She stated that the Faculty Council would be looking into the issue and securing information on what other colleges in the Consortium are doing in these areas.

5. LAC asked for items from the Association for the Council to investigate or pursue. She received the following requests.
   - Pay increases - Members of the faculty expressed concern about securing a raise to keep pay in line with the cost of living and the Gulf Coast Consortium. Concerns about maintaining current benefits were also expressed.
     LAC reported that this issue would be placed on the agenda for the Faculty Council.
   - What happened to the proposal on changing faculty rank from Instructor to Professor? LAC reported that this suggestion was given to the Extended Cabinet where it was not approved by the President. Sue Poor stated that
the President did state that faculty members could, at their discretion, use the rank of professor for professional purposes.

- Professional Development Funding – LAC suggested that the procedure for utilizing & disbursing these funds is an issue that should be addressed at the Division level with the Division Chair.
- Direct Deposit – LAC reported that she had received an email from Conrad Kieler and that this was still under the testing stage. It should be available at the end of the spring semester.
- Faster Access to Faculty Council Minutes – LAC reported that the minutes are on the intranet and that there is usually a month delay because of the need to approve the minutes before placing them on the intranet or in the library. It was suggested that perhaps a POP UP could be place on the site to announce that the minutes are now available.
- Incentive for Continuing Education – LAC suggested that this was an issue that was best addressed with the Division Chair. The current process is to apply for Professional Growth funds.
- Revised Regulation on Faculty Work Load – LAC reported that an ad hoc committee of the Faculty Council had delivered revisions to the President last year and that to the best of her knowledge no action had been taken. At the time the revisions were submitted the President stated that her intention was to concentrate on the regulations needed to bring WCJC into compliance with changes in Co Board or state policy. LAC reported that the faculty council would look into the issue.
- M-Th Instructional Schedule – Some faculty members expressed an interest in trying to implement a Monday to Thursday instructional schedule with Fridays reserved for meetings and office work. LAC stated that the council would look into this request as she recalled it may have been considered previously.
- Syllabus Distribution: Some faculty expressed a desire not to have to deliver hard copies of a syllabus every semester to every student. LAC reiterated that this was the expressed wish of the Senior Vice President of Instruction and that the Council agreed to comply with his wishes as it was also felt that providing syllabi on the internet could lead to increased paper use in computer labs and that some instructors did not want their work available on line.

Chairperson:  
Leigh Ann Collins  
Approval Date: 2-9-05

Secretary:  
Liz Record

XC. McCrohan, Pate, W. Taylor, S. Glass, R. Wolter, J.M. Hodegs and Centraplex Libraries, Board of Trustees Packet, WCJC Intranet.
MINUTES
Extended Cabinet
February 22, 2005

The extended cabinet met on February 22, 2005 at 3:00 PM in the Hutchins Memorial Conference Room. Ms. McCrohan presided.

Present: Betty McCrohan, President; Ty Pate, Senior Vice-President; Bryce Kocian, Vice President of Financial Services; Makyla Dunn, Administrative Clerk to the President; Albert Barnes; Nora Chalue; Leigh Ann Collins; Mike Feyer; Scott Glass; Bruce Kieler; Patti Lawlor; Dale Pinson; Natalie Stavinoha; Wayne Taylor; Gus Wessels; Robert Wolter; Phillip Wuthrich.

Others Present: Holly Cropper and Steve Ryan, SGA students.

I. Call to order

-Ms. McCrohan called the meeting to order at 3:00 PM.

II. Introduction of SGA students

-The students thanked Dr. Pate for covering their meal on Friday night. The students gave a report on their trip to the capitol for the community college student day. They went to the senate house chambers to hear resolutions in recognition of community colleges. They were able to meet with Representative Hegar.

-Ms. McCrohan thanked Patti Lawlor, Natalie Stavinoha, and Dr. Taylor for working with the students.

III. Review of minutes

-The minutes were reviewed and approved as presented.

IV. Support Staff Professional Growth Plan: Reg 890

-The extended cabinet received and discussed the proposed regulation. After some clarification the proposed regulation was approved.

V. Other Business

-The Faculty Council submitted the following concerns:

1.) The Virtual College of Texas – more information was requested
2.) Direct Deposits – when will this be available?
3.) The proposal of a Faculty Awards committee. The faculty will work with Dr. Pate. This does not need the approval of the extended cabinet.
February 22, 2005
Page 2

VI. Other Concern and Comments

1.) Smoking around entrances to the buildings

-Mike Feyen will investigate the feasibility of designating certain areas around each building for smoking. Signs will be put up in no-smoking areas. Mr. Feyen will chair a committee to look into this concern. Steve Ryan, Robert Wolter and Phillip Wuthrich will serve on the committee.

-The meeting was adjourned at 4:32 PM.

Minutes approved: ________________________________
Clipping Service for Month of February 2005

-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 February 2005.
Bingo for seniors

Wharton County Junior College's senior citizens program will host bingo for seniors from 2 to 4 p.m. Monday, Jan. 24, at the LaDieu Senior Center. Avalon Place will furnish prizes and refreshments. For more information call 532-6430.

College to consider adding degree in human services

By RONALD K. SANDERS
Journal-Spectator News Editor

Wharton County Junior College plans to start a new associate in arts degree program.

The associate degree will be in human services and would be offered beginning this fall at the main campus as well as the Fort Bend Technical Center in Richmond.

WCJC officials will ask for board approval this Tuesday. Then it goes to the Texas Higher Education Coordinating Board for final say.

The course of study is designed to facilitate students who want to transfer to earn advanced degrees in psychology and human services.

WCJC officials say,

A one-year certificate program also will be offered in the same field.

The program is expected to produce $90,000 in revenue — tuition and fees — in 2006.

The WCJC board will also be asked to create a new faculty position for the human services program at a salary ranging from $31,550 to $43,050, plus benefits.

The WCJC board meeting will begin at 6:30 p.m. Tuesday in the Hutchins Memorial Center.

Among other topics will be reorganization of workforce development, continuing education and distance education programs.
WCJC President’s lecture series continues Jan. 27th

WHARTON - Yun C. (Grace) Li will share her experiences as a Chinese American and speak about the growth and culture of the Asian community when she continues the “Celebrating Cultures” theme of the Wharton County Junior College President’s Lecture Series on Thursday, Jan. 27.

Her presentation, “Seeing the Ocean Through a Drop of Water” will begin at 7:30 p.m. in the Horton Foote Theatre in the Duson-Hanson Fine Arts Building. The lecture is free and open to the public.

Li will briefly reflect on life in China before she immigrated here in 1986 for the purpose of completing her bachelor’s degree at Eastern New Mexico University. She will also talk about life in China today including “some new roads that link the U.S. and China” and the many opportunities available “if you learn the language.”

In addition, Li will provide insights into Asian contributions to economic development in Houston and the importance of family, education and hard work.

Houston has been home to Li since 1990 when she began work on her masters degree in sociology at the University of Houston. She also served as director of community services at the Chinese Community Center, a United Way agency.

In 1994, Li joined the staff of the United Way of the Texas Gulf Coast, where she has successfully integrated the immigrant Chinese American community into the organization’s fundraising efforts. Today, she serves as coordinator of fund development.

An avid promoter of the Chinese language and multicultural education, Li has held numerous leadership roles in civic and cultural organizations. She is the past board chair for Houston’s Chinese Civic Center. She is most proud of how this organization began as a small library with donations of Chinese books, movies, magazines and other literature designed to preserve the culture for first and second-generation Americans.

Today the center has more than 30,000 titles and reaches over 2,000 children, youth and seniors weekly. It is also used by.

(See WCJC, Page 4-B)
CONTINUED from:
WCJC President's Lecture
Series Continues Jan. 27th

El Campo Leader-News
El Campo, TX Circ. 5465
From Page: 4b
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WCJC Lecture Series
(Continued from Page 3-B)

50 grassroots organizations for meetings and other activities. Li is the founder and past board chair of the Houston Hua Xia Chinese School, which led to her positions as president and national conference chair of the Chinese School Association of the USA. Li initiated the “Distinguished Friends of China” award, which is presented at Houston’s annual China National Day Celebration Gala, to promote friendship between people of the U.S. and China. In addition, she has coordinated many cultural and educational exchange activities between the U.S. and China.

Other speakers during the WCJC Spring 2005 President’s Lecture Series include Captain Paul J. Matthews, founder and executive director of the Buffalo Soldiers National Museum, and Houston Council Member M. J. Khan. Matthews will talk about the African American experiences representing his own cultural heritage in public life on Thursday, March 10.

For more information about the lecture series, visit www.wcjc.edu or call 979-332-6322 or 1-800-561-9252, ext. 6322.
Wharton County Junior College
invites you to join us for the
Spring 2005 President’s Lecture Series
highlighting the theme

Celebrating Cultures

Free • Open to the Public

For more information call 979-532-6322
GED and ESL Classes

Free GED and ESL classes are offered in Matagorda County by Wharton County Junior College. Day classes are Monday through Thursday from 8 a.m. to noon at the Pierce Campus, (979)244-2850. Night classes also are at the Pierce Campus on Tuesdays and Thursdays, from 6:30 to 9 p.m., and at Palacios High School Tuesdays and Thursdays from 6 to 8 p.m.

For more information, call (979)532-6301 or (800)561-9252, ext. 6301.

Learn About WCJC Feb. 1

WCJC's coordinator of recruiting, Julie Aaron, will be at the Northside Education Center Tuesday, Feb. 1 from 4-7 p.m. Anyone interested in attending WCJC is invited to drop by and visit with her regarding admissions, registration, educational programs, degrees, testing, financial aid, etc. Current WCJC catalogues and class schedules for credit courses and continuing education classes will be available. Northside Education Center is located at 707 Fahrenhold in El Campo, directly behind the El Campo Library.

WCJC student wins lottery

Wednesday was the first day of classes for Wharton County Junior College nursing student Krystina Smith. The previous day, she collected a Texas Lottery Cash Five prize of $21,021, winnings that will pay for tuition and then some.

"First, I'm going to buy my momma something nice for keeping the ticket in a safe place," Smith said. "Second, I'm going to get something nice for my sister, my two brothers and my stepdad. The rest I'll save for college and maybe for getting a new car. And I'm taking my family out to eat, too, and it's my treat."

Smith's mother, Linda, kept the ticket in her Bible. The drawing occurred on Friday, Jan. 14. The numbers drawn were 4-2-30-16-32.

"Family first, closely followed by education, that's an A-plus for our latest Cash Five winner and her prize," said Texas Lottery Commission executive director Reagan E. Greer.
WCJC diamondmen start quest for South Zone championship

By MIKE KONVICKA
Journal-Spectator Sports Editor

Last year's WCJC baseball team claimed the NJCAA Region XIV South Zone championship, going 25-8.

The Pioneers start their quest for a repeat Friday afternoon when they host Alvin Community College at 1 p.m. at Tiger Field.

"It's our title and if you want it you have to come take it," said WCJC coach Bob Nottebart.

"I think we kind of shocked some people by winning it last year. I think last year a lot of people were ticked off."

WCJC wasn't a team like Blinn or San Jacinto, which are powerhouses, have big traditions and better facilities.

"I like to think of us as the blue collar guys who don't get everything handed to them on a silver platter," said Nottebart. "We don't have what a lot of other schools have."

WCJC, who had a 37-16 season record, floundered in the regional tournament, going 1-3.

Nottebart said it will be another tough challenge this season, especially with a young team which includes 20 freshmen and only nine sophomores.

"The key thing is that we are younger," said Nottebart. "It's going to depend on how the freshmen progress. We're going to have to wait and see how they do."

"We're just so inexperienced and there are some many question marks. We have guys that have been around, but they are not experienced since we started a lot of sophomores last year."

Of course it will be very different for the freshmen, stepping up from high school.

"I don't know if our freshmen realize what it's really about," said Nottebart.

"They won't really know until they get in the atmosphere and level of play.

"To some of them it will open their eyes to what they are really involved in because it's such a big step up.

"I think the thing that there's a big question mark of is how do we respond to the competition?"

He added, "I think that we're going to be just fine. I think that we're going to be competitive and have some guys step up."

WCJC took four of six games from Alvin last year. The Dolphins finished fourth in the South with a 21-15 mark and grabbed the final playoff spot. They had a 34-22 season record.

"Everybody has the potential to win in this conference," said Nottebart. "We have the potential to win."

Of course he wasn't counting out the Buccaneers, Gators, Galveston College, Laredo and UT Brownsville.

This year's roster also includes two players from Wharton County, pitchers Adrian Canales and Garett Williamson from Louise. Both are freshmen and are expected to get a lot of action.

Returning hurlers include Keith Ebner, who will start Friday's game, and Randy Aguayo and Will Norman, who pitch in Saturday's doubleheader back in Alvin which starts at noon.

Also pitching for the Pioneers will be sophomore Austin Tasler, and freshmen Denton Tammen, Colter Zoch, Eric Montgomery, Ramsey Nino, Ryan Bailey, Denton Tammen and Nottebart's son Sam, from Alief Elsik.

Nottebart returns his outfield corps of Justin Huff, Daniel Kubecka and Aguayo. Trent Orasco, Chase Wheaton and Weimar speedster Kyle Mueller will also play.

Greg Gossett a freshman from Kingwood, and Chris Tampke

See PIONEERS, Page A12
WCJC diamondmen start quest for South Zone championship

Staff photo by Mike Konvicka

WCJC hurler Austin Tasler throws a pitch in Monday afternoon's informal inner-squad game. The Pioneers cranked up their season Friday afternoon with a battle at Tiger Field against Alvin Community College. First pitch is at 1 p.m. and the two teams play a doubleheader on Saturday in Alvin.
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<tr>
<th>No.</th>
<th>Name</th>
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<td>Fresh</td>
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<td>27</td>
<td>Trent Orosco</td>
<td>Fresh</td>
<td>Catcher/OF</td>
<td>Cuero</td>
</tr>
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<td>Dan Allen</td>
<td>Fresh</td>
<td>Catcher</td>
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<td>Sam Nottebart</td>
<td>Fresh</td>
<td>Pitcher/1B</td>
<td>Arief (Elsik H.S.)</td>
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Continued: Page 4
WCJC diamondmen start quest for South Zone championship

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**Pioneers play Alvin on Friday**

Continued from Page A9

from Nacogdoches will share time at first.

Third base will be a question mark with Chris Widner, Jordan Bush and Daniel Petty sharing time early in the season.

Cody Sweat and Justin Glover will play at first. Brian Gerondale returns to play at short.

Catchers include Tyler Reves, who played last year and signed with Texas Tech, and Daniel Allen, a freshman from Navasota. Al Woodruff from Baton Rouge, La. will also catch.

“We have a pretty good chemistry but it’s still too early too tell,” said Nottebart.

“It’s kind of a feeling out period and you won’t know until you get in the middle of it.”

The Pioneers will have more speed this year, enough for Nottebart to change some strategy.

“Every year you have a different team,” said Nottebart. “Sometimes you have a team that will hit the ball out of the park and then you have one that will manufacture runs.

“The personnel dictates the team you’re going to be.

“I think we will be more of a bunt and run, hit and run and steal type of team. It’s easier to win a game that’s 3-2 than 13-12.”

Bunting was a downfall of the Pioneers the past two seasons and Nottebart hopes to change that.

“We bunt every single day,” said Nottebart. “I think it’s a mental thing and it gets frustrating. They have a hard time in doing that.”

---

January

28 Alvin (9) 1 p.m.
29 at Alvin (7-9) Noon

February

2 Galveston (9) 7 p.m.
5 at Galveston (7-8) 1 p.m.
7 at Concordia Lutheran (7-7) 1 p.m.
9 at San Jacinto (9) 7 p.m.
12 San Jacinto (7-9) 1 p.m.
16 Temple (7-7) 1 p.m.
19 at UT-Brownsville (7-9) Noon
20 at UT-Brownsville (9-7) 11 a.m.
23 at Temple (7-7) 1 p.m.
26 Angelina (7-7) Noon
28 at Angelina (7-7) 1 p.m.

March

2 Blinn (8) 7 p.m.
5 vs Panola (9) at HBU 1 p.m.
12 at Laredo (7-9) Noon
13 at Laredo (9) 11 a.m.
16 at Alvin (9) 1 p.m.
18 vs South Suburban (8) at TBA Noon
19 Alvin (7-9) 1 p.m.
23 at Galveston (9) 7 p.m.
25 Galveston (7-9) 1 p.m.
30 San Jacinto (9) 7 p.m.

April

2 at San Jacinto (7-9) 1 p.m.
7 vs Baton Rouge CC (7-7) at Lake Charles 1 p.m.
9 UT-Brownsville (7-9) Noon
10 UT-Brownsville (9-7) 11 a.m.
14 vs LSU-Eunice (7-7) at Lake Charles 4 p.m.
20 at Blinn (9) 7 p.m.
23 Blinn (7-9) 1 p.m.
27 vs LSU-Eunice (7-7) at HBU 1 p.m.
30 Laredo (7-9) Noon

May

1 Laredo (9) 11 a.m.
13-17 Region XIV Tourney tba
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<tr>
<th>No.</th>
<th>Name</th>
<th>Year</th>
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<tr>
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<tr>
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<td>Kingwood</td>
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<td>Soph</td>
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<td>Frosh</td>
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<td>Justin Huff</td>
<td>Soph</td>
<td>Beaumont (West Brook)</td>
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<td>Soph</td>
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<td>Soph</td>
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<td>17</td>
<td>Dan Kubeck</td>
<td>Soph</td>
<td>Van Vleck</td>
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<td>18</td>
<td>Adrian Canales</td>
<td>Frosh</td>
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<td>Dan Allen</td>
<td>Frosh</td>
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<td>38</td>
<td>Sam Nottebart</td>
<td>Frosh</td>
<td>Alief (Elsk)</td>
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Pioneer baseball starts on Friday

By MIKE KONVICKA

With last year's WCJC baseball team claiming the NJCAA Region XIV South Zone championship while posting a 25-8 conference record, the 2005 Pioneers will begin their quest for a repeat this Friday afternoon when they host Alvin Community College at Tiger Field with a 1 p.m. start.

"It's our title and if you want it you have to come take it," said WCJC coach Bob Nottebart. "I think we kind of shocked some people by winning it last year. I think last year a lot of people were ticked off."

WCJC wasn't a team like area powers Blinn and San Jacinto, which have big traditions and better facilities.

"I like to think of us as the blue collar guys who don't get everything handed to them on a silver platter," Nottebart noted. "We don't have what a lot of other schools have."

WCJC, who had a 37-16 overall season record, floundered in the regional tournament, going 1-3.

"We had an exceptional season last year," said Nottebart.

Nottebart said it will be another tough challenge this season, especially with a young team which includes 20 freshman and only nine sophomores.

WCJC took four of six games from Alvin last year. The Dolphins finished fourth in the South with a 21-15 mark and grabbed the final playoff spot. They had a 34-22 season record.

"Everybody has the potential to win in this conference," said Nottebart.

This year's roster includes two players from Wharton County, pitchers Adrian Canales of El Campo and Garett Williamson of Louise. Both are freshmen and expected to see a lot of action.

Other area players that will be recognizable from opponents the Ricebirds played or through the Wharton County Babe Ruth program include Ganado's Ryan Bailey, Columbia's Cody Sweat, and Brenham's Chase Wheaton.

Returning Pioneer hurlers include Keith Ebner, who will start Friday's game, along with Randy Aguayo and Will Norman, who pitch in Saturday's doubleheader in Alvin with a noon start.

Also schedule to be pitching for WCJC this season are Austin Tasler, Denton Tammen, Colter Zoch, Eric Montgomery, Ramsey Nito, Bailey, Denton Tammen and Sam Nottebart.

The Pioneers return an outfield corps of Justin Huff, Daniel Kubecka and Aguayo. Trent Orasco of Cuero, Wheaton and Weimer speedster Kyle Mueller will also play in the outfield.

Greg Gossett and Chris Tampke will share time at first base. Third base will be a question mark as Chris Widner, Jordan Bush, and Daniel Petty share time early in the season.

Also penciled in at first base are Cody Sweat and Justin Glover while Bryan Gerondale returns to play at short.

Catchers include Tyler Reves, who played with WCJC last year and has signed with Texas Tech, Daniel Allen and utility player Al Woodruff.

The squad will have more speed this year, enough for Nottebart to change some strategy.

"Every year you have a different team," said Nottebart. "Sometimes you have a team that will hit the ball out of the park and then you have one that will manufacture runs."

"The personnel dictates the team you're going to be."
Sports Scene
...A look at the area's upcoming events

Friday

Junior College Baseball
Alvin CC at Wharton County Junior College.......................... 1 p.m.

High School Basketball

BOYS GAMES
25-3A – Palacios at Wharton, Frosh-JV-Varsity..................5/6/8:30 p.m.
26-2A – Brazos at Boling, JV-Varsity...............................5/6 p.m.
26-2A – East Bernard vs. Royal at Brookshire JV-Varsity.....5/6/8:30 p.m.

GIRLS GAMES
25-3A – Palacios at Wharton, JV-Varsity............................5/6/8:30 p.m.
26-2A – Brazos at Boling, JV-Varsity.................................5/6/8:30 p.m.
26-2A – East Bernard vs. Royal at Brookshire JV-Varsity.....5/6/8:30 p.m.

Tennis
Wharton at Sweeny Invitational Tournament......................9 a.m.

Saturday

Junior College Baseball
Wharton County Junior College at Alvin CC (Doubleheader).....Noon

Powerlifting
Wharton at Edna Invitational........................................8:30 a.m.
East Bernard at Schulenburg Invitational........................8:30 a.m.
Boling at Brazosport Invitational in Freeport..................8:30 a.m.

Swimming
Wharton at District 25-4A Championships in Angleton..........9 a.m.

Tennis
Wharton at Sweeny Invitational Tournament........................9 a.m.
Juniors to take trip to WCJC campus

East Bernard High School juniors will participate in Senior/Junior Days at Wharton County Junior College.

The presentation and tour will be Wednesday, Feb. 2.

All students will ride the bus — no private vehicles will be taken, school officials said.

Buses will leave at about 8:30 am and return to EBHS at about noon.

Pizza will be served at WCJC.

Lecture series begins at WCJC

An avid promoter of the Chinese language and multicultural education will deliver the first of this spring’s President’s Lectures at Wharton County Junior College.

Yun C. “Grace” Li will speak on “Seeing the Ocean Through a Drop of Water” at 7:30 p.m. Thursday in the Horton Foote Theatre in the Duson-Hanson Fine Arts Building on the Wharton main campus. The lecture is free and open to the public.

She continues the “Celebrating Cultures” theme of the Wharton County Junior College President’s Lecture Series.

Other speakers during the WCJC Spring 2005 President’s Lecture Series will include Captain Paul J. Matthews, founder and executive director of the Buffalo Soldiers National Museum, and Houston Council Member M. J. Khan.

Matthews will talk about the African American military experience on Tuesday, Feb. 22.

Khan will speak about his experiences representing his own cultural heritage in public life on Thursday, March 10.

For more information about the lecture series, visit wcjc.edu or call 532-6322.
University Fair
Wharton County Junior College in Richmond is hosting a University Transfer Fair from 9:30 a.m. to noon Monday featuring Texas universities who will have information on transferring to the universities. Public invited. 281-239-1527.

College Transfers
Wharton County Junior College is holding a college transfer fair from 9 a.m. to noon Tuesday at its Sugar Land campus, 550 Julie Rivers Drive. Colleges confirmed are UH, A&M, UT, HBU, St. Thomas, SFASU, Texas State, Lamar Univ., Texas Southern, Texas Lutheran, A&M-Kingsville, the military and more. 281-243-8447.

Blood Drive
Wharton County Junior College in Richmond is hosting a blood drive from 9 a.m. to 1:30 p.m. Tuesday. Walk-ins welcome. Bring a photo ID. For eligibility, visit website www.giveblood.org. Sponsored by the WCJC Student Government Association. 281-239-1527.
Bingo for seniors
Wharton County Junior College senior citizens program will have bingo for seniors from 2 to 4 p.m. Monday, Feb. 7, at the LaDieu Center. Wharton Manor will provide refreshments and prizes.

Learn About WCJC Feb. 1
WCJC's coordinator of recruiting, Julie Aaronson, will be at the Northside Education Center Tuesday, Feb. 1 from 4-7 p.m. Anyone interested in attending WCJC is invited to drop by and visit with her regarding admissions, registration, educational programs/degrees, testing, financial aid, etc. Current WCJC catalogues and class schedules for credit courses and continuing education classes will be available. The Northside Education Center is located at 707 Fahrenthold in El Campo, directly behind the El Campo Library.

WCJC launches degree program
By RONALD K. SANDERS
Wharton County Junior College trustees have approved a new program, an associate degree in human services.
It is scheduled to be offered beginning this fall at the main campus as well as the Fort Bend Technical Center in Richmond.
It still requires Texas Higher Education Coordinating Board final approval, but no problem is anticipated.
The need is demonstrated in the application, WCJC president Betty McCrohan said.
"It is a very standard procedure we have to go through," she said.
The course of study is for students who want to transfer to earn advanced degrees in psychology and human services. A one-year certificate program also will be offered in the same field.
The program is expected to produce $90,000 in tuition and fees in 2006.
The WCJC board also approved creating a new faculty position for the human services program at a salary ranging from $31,550 to $43,050, plus benefits.
The board's actions were unanimous.
Trustee Jack Moses expressed high praise for the program, saying it is much needed and will build careers.
"That is really really good," he told fellow board members.
"I think Jack is right," McCrohan responded. "I think it is going to be very popular."
WCJC diamondmen drop season opener to Alvin, 17-6

By MIKE KONVICKA
Journal-Spectator Sports Editor

ALVIN – The WCJC baseball team opened its season Friday afternoon and dropped a 17-6 decision to Alvin Community College.

The game was originally scheduled to be played at Tiger Field in Wharton, but Thursday's rain made it impossible to play.

The field wasn't converted in time.

The two teams will play a doubleheader today in Alvin, beginning at noon.

When the two teams play games on March 16 and 19, they will be played back in Wharton at Tiger Field.

Coming up Wednesday, the Pioneers host Galveston College in a 7 p.m. contest.

They'll play a doubleheader next Saturday in Galveston.

The Whitecaps start a three-game series today with a doubleheader against UT Brownsville.

They'll play a single game tomorrow.

And Blinn College starts a three-game series today in Brenham against Laredo Community College.

Wharton County Junior College Baseball team

Here is the Wharton County Junior College baseball team. Front row from left: Allen Wood, Allen Pettit, Austin Huff, Team Cross, Brian Gammon, Dan Webster, Kyle Klecker, Dan Terry, Tate Reaves, Mike Cotton and Greg Johnson. Second row: Chris Thomas, Colby Zoll, Randy Neis, Chris Wheeler, Seth Bledsoe, Dallas Phipps, Adam Canales. Eric McGovern, Randy Agapitos and Austin Teller. Back row: head coach Bill Jones, Van Allen, Dusty Bledsoe, Seth Carpenter, Jordan Dufour, Cody Owen, Seth Owen and assistant coach Chris Ried.
Chinese values stressed in WCJC talk

By LARRY JACKSON
Journal-Spectator Editor

Promoting Chinese culture is a passion for Grace Li. Promoting voluntary involvement in improving the lives of others is too.

Since 1994, she has been on the staff of the United Way of the Texas Gulf Coast, matching up the needs of human services agencies with the giving spirit of Texans.

At the same time, she has championed the involvement of Houston's Asian communities not only in the life of the region as a whole, but also into expressions of their own native cultures.

Li spoke to an attentive audience of students and community members Thursday evening at Wharton County Junior College on "Seeing the Ocean Through a Drop of Water — Sharing the Personal Experience of a Chinese American."

Her presentation was the first of this spring's President's Lecture Series at WCJC.

Li came to the U.S. in 1986 as a college student at Eastern New Mexico University. Later she earned a master's degree at the University of Houston and her husband and son were able to join her here.

Li's story embodies the three cardinal virtues of Chinese culture: family, education and diligence for achievement.

"Hard work" might have been experienced as a high school student in Beijing, but it was intensified when she and her classmates were sent to work in the corn harvest on a collective farm in northeastern China during the Cultural Revolution.

Despite that, she managed to get the beginnings of a college education in China. When her sister got a scholarship to the U.S., her mother scraped together enough money to send Li to America, too.

Her sister shared enough scholarship money to get Li to New Mexico. Lacking funds for meals, she convinced the cafeteria manager to let her work two hours a day in return for food. Without money for books, other students shared their texts with her.

"You never know how much potential you have until you are challenged," she told the audience.

Tremendous change has come to China since she first left, she said.

It has become a consumer society and is far different to what she knew as a teenager. But change, she emphasized, must be faced by everyone.

Education is a high priority for all Chinese, she said, and that continues to be evident in the Houston Asian community.

Li is the founder and past board chair for the Houston Hun Xia Chinese School and has served as president and national conference chair of the Chinese School Association of the USA.
### Sports Scene

...A look at the area’s upcoming events

#### Saturday

**Tennis**
- Wharton at Sweeny Invitational Tournament .................. 9 a.m.

**Junior College Baseball**
- Wharton County Junior College at Alvin CC (Doubleheader) ........ Noon

**Powerlifting**
- Wharton at Edna Invitational ........................................ 8:30 a.m.
- East Bernard at Schulenburg Invitational ......................... 8:30 a.m.
- Boling at Brazosport Invitational in Freeport .................. 8:30 a.m.

**Swimming**
- Wharton at District 25-4A Championships in Angleton .......... 10 a.m.

#### Tuesday

**High School Basketball**

**BOYS GAMES**
- 25-3A – Needville at Wharton, Frosh-JV-Varsity .................. 5/6/7:30 p.m.
- 26-2A – Boling at Danbury, JV-Varsity ............................... 5/8 p.m.
- 26-2A – Hitchcock at East Bernard, JV-Varsity .................. 5/8 p.m.

**GIRLS GAMES**
- 25-3A – Wharton at Needville, JV-Varsity ......................... 5/6/30 p.m.
- 26-2A – Boling at Danbury, JV-Varsity ............................... 5/6/30 p.m.
- 26-2A – Hitchcock at East Bernard, JV-Varsity .................. 5/6/30 p.m.

#### Wednesday

**Junior College Baseball**
- Galveston College at Wharton County Junior College ........... 7 p.m.
WCJC, BCCDC working towards campus in Bay City

City looks to possible building site for school near BCHS, assessment to determine curriculum next steps in process

BY ERICA KOENIG
Tribune Staff Writer

Matagorda County Economic Development Corporation (MCEDC) board members were told Friday that plans to build a satellite campus of Wharton County Junior College (WCJC) in Bay City are moving forward. Bay City Community Development Corporation (BCCDC) Executive Director D.C. Dunham said talks with WCJC trustees and president Betty McCarhuan went well recently, with the college agreeing to operate a campus in Bay City if they are given a permanent place to set up.

Now, WCJC offers dual-credit classes at Bay City High School and process technology classes at the Testengear building on Texas 60.

However, the Testengear space will only be available until August.

Dunham believes the city could use five acres of BCISD donated land near the high school for the proposed campus. BCCDC would fund the construction of the classrooms.

In return, BCCDC is asking WCJC to waive out-of-district tuition fees for three years, for students enrolled at the Bay City campus.

Having the campus next to the high school will benefit both parties, because they can share facilities and equipment, said Dunham.

The next step is a needs assessment to be done developing the campus’ curriculum.

The study would include the skills that employers in the area are seeking and gaps in course offerings at surrounding colleges.

The proposed campus would continue to offer an associate degree in process technology plus a variety of other classes.

BCCDC and WCJC will share the cost of the study.

WCJC board members also asked Dunham to form a county advisory group to meet with WCJC trustees to tell them about the specific needs of Matagorda County.

In other MCEDC news:

- On behalf of the Matagorda County Tourism Coalition, MCEDC Vice-President Susan Mitchell recommended that the board accept a proposal from Matagorda County Museum Director Sarah Higgins to produce a tourism magazine for the county.

- The 48-page, full color, glossy publication would be almost entirely paid for by advertising sales.

- The cover will be funded separately — possibly by MCEDC.

- Each tourism-related business in the county will receive a free listing in the magazine.

- Museum staff will be designing the publication at no charge.

- Any profit from the project will go to the museum.

- The magazines will be ready for distribution by June 1.

- New Bay City Chamber of Commerce President Mitch Thames introduced himself to the board and gave an update on the chamber’s leadership program.

- The annual program gives area residents the chance to attend a two-day retreat and a nine-month course where they learn how local governments, businesses and organizations run on a day-to-day basis.

- Board members welcomed new MCEDC Executive Director Owen Bludau to the county.

- Bludau will be in the office beginning Feb. 1.
李允晨女士應邀於沃頓學院演講

演講結束後，李允晨夫婦和沃頓學院有關人士合影。左起：網站主管李曉東、休士頓知名講者會主席周方方（李允晨的先生）、圖書館員許林桂芬、副校長兼沃頓市長 Bryce Kocian、李允晨、慈城分校校長 Robert Wolter、藝術學院院長 Dr. Paul Spellman．沃頓學院基金會主席 Jeanene Merkalo，副校長 Pam Youngblood、市場部主任 Zina Carter，演講司禮官 Mary Austin Newman

休士頓僑務知名人士李允晨女士1月27日晚應邀為沃頓學院（Wharton Country Junior College）教師做了題為「一滴水見大海：一個華裔美國人的親身經歷」的精彩演講

李允晨和沃頓學院副校長 Pam Youngblood（中）、演講司禮官 Mary Austin Newman（右）親切交談

沃頓學院市場部主任 Zina Carter（左）向李允晨贈送禮物，右為藝術學院院長 Dr. Paul Spellman

李允晨和沃頓學院市場部主任 Zina Carter合影

本報記者 余之璋攝
【本報訊】(記者劉沖)
Whaton County Junior College 沃頓學院是一所兩年制的大學，位於Whaton，從
穎城沿著59號公路往南開約
一小時可到達。星期晚，該
校邀請了本地僑界知名人士
李允晨女士前往作文化演講。
李女士以一滴水見大湖為
題，以她個人經歷，道出半
個世紀中國社會的蛻變和中
國留學生在美的奮鬥經過。

演講7:30開始，約一百
五十人參加，大多是該校師
生。李允晨女師穿著藍色旗袍
，談吐溫文，舉止得體，雖
然用流利的英語演說，但是
不失 aider之風，她一開始說
，86年來到美國新墨西哥州
求學時，該大學也是如沃頓
一樣，座落在一個人煙
稀少的小城，她的美國夢就
從這兒開始。李允晨女士原
來是石油工人的女兒，生在
油田，成長在社會主義新中
國，青年時代在北京度過，
當時正遇上了聳聳聳聳的無
盡階級文化大革命，她也不
例外地加入了紅衛兵大軍到農
村去。80年代初她回城了，
並考上了大學，畢業後她工
作結婚，隨著中美關係的發
展和一股改革風卷席中國，
她也加入了這支紅衛兵大軍。

李允晨女士當完了一年
年洋插隊之後，回到她很熟
悉的北京城，可是今天的北
京對她來說已經何其陌生。
北京城幾乎從在各式美國
連鎖店和西方派來品之下，
中國人和中國都變了，變得
太快、太好，她的短短一小
時講話確實迎來聳聳熱烈的
掌聲。

每個事業成功的新移民
都有他的故事，但是能夠把
自己的故事作為中美友誼
的橋樑卻不多，而能面對百多
位聽眾娓娓道出半個世紀的
經歷，就少之又少。李允晨
女士的成功故事，讓美國學
生在看到亞洲人住大房子、
開名車時不會以為他們是用
不合法手段得到了。每個成
功的新移民，都有他的辛酸
史，是這些辛酸史，就有如
成功鮮花後面的綠葉，但不
只為了那些未成功，不成功的
新移民沒有辛酸史，只是他
們的綠葉太多，只欠花蕾，
Pioneers salvage game against Galveston

By MIKE KONVICKA
Journal-Spectator Sports Editor

ALVIN – The WCJC baseball team salvaged one game in Saturday’s doubleheader against Alvin Community College, winning 11-0.

The Pioneers lost Friday’s first game of the series, originally scheduled for Wednesday at Tiger Field, 16-5. Alvin won Saturday’s second game 6-1.

“It’s indicative of the first series,” said WCJC coach Bob Nottebart.

“The guys were upset after the first game because the sophomores weren’t used to that because we didn’t have that happen to us. We were kind of inconsistent and sloppy at times.”

Randy Aguayo pitched seven innings in the Pioneers’ win, scattering two hits while striking out seven.

“He did a great job,” said Nottebart.

WCJC scored two runs in the second, erupted for seven runs in the fourth and added two more runs in the fifth.

Justin Huff had eight hits with two RBIs in the series. Bryan Gerondale had five hits with seven RBIs.

Trent Orosco had three hits and three RBIs and Tyler Reves had two hits and two RBIs.

Will Norman pitched seven strong innings in Saturday’s loss. Denton Tammen finished the game.

The game was scoreless through seven innings until Alvin exploded for six runs in the eighth.

Huff had four hits and Al Woodruff and Tyler Reves had singles.

Keith Ebner, Ramsey Nino and Garett Williamson pitched in Friday’s game as Alvin scored nine runs in the first inning.

WCJC scored two in the third and two in the fourth to make it 9-4.

The Dolphins added three more in the fourth, two in the sixth and four in the seventh, ending the game via the 10-run rule.

WCJC added single markers in the fifth and seventh.

Huff and Gerondale had singles and RBIs in the game. Cody Sweat walked and scored twice.

WCJC is scheduled to play winless Galveston College at 7 p.m. tonight at Tiger Field but that game is doubtful because of soaked grounds.

If they don’t play, it will be made up on Sunday afternoon. The Pioneers and Whitecaps will play a doubleheader beginning at 1 p.m. Saturday.

UT Brownsville swept Galveston over the weekend.

Blinn took two out of three games from Laredo and plays at Alvin today. They’ll play a doubleheader in Brenham on Saturday.

San Jacinto starts a three game series against the Scorpions with a doubleheader on Saturday in Houston.

Continued:
Continued: Pioneers Salvage Game against Galveston

Wharton Journal-Spectator
Wharton, TX
Circ. 4498
From Page: 9
2/2/2005
91446

Region XIV Standings
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Friday's Results
Alvin CC 16, WCJC 5.

Saturday's Results
WCJC 11-1, Alvin CC 0-6
Blinn Coll 7-11, Laredo CC 8-0
UT Brownsville 5-12, Galveston Coll 1-7

Sunday's Results
Blinn Coll, 11, Laredo Coll 0
UT Brownsville 6, Galveston Coll 1

Wednesday's Games
Galveston Coll at WCJC, 7 p.m.
Blinn Coll at Alvin Coll, 1 p.m.

Fridays' Game
UT Brownsville at San Jacinto Coll, 5 p.m.

Saturday's Games
WCJC at Galveston Coll (DH), 1 p.m.
Alvin Coll at Blinn Coll (DH), 1 p.m.
UT Brownsville at San Jacinto (DH), 11 a.m.
WCJC recognizes outstanding contributions of alumni

The Wharton County Junior College Alumni Association recently honored two outstanding alumni at their biennial reunion. In addition, four students who recently received scholarships from the association were also recognized. The reunion featured a silent auction which raised $1,300 for scholarships, a performance by the WCJC Concert Choir and Chamber Singers, and a catered meal.

More than 120 people attended the event, which recognized Wharton resident Jack Moses with the Distinguished Alumnus Award and the late E. C. Muegge with the Meritorious Service Award.

Moses is a 1966 WCJC alumnus and a member of the WCJC Board of Trustees. He received a bachelor's degree in 1996 from the University of Houston-Victoria and is currently a Language Arts/Social Studies teacher for Kendleton Independent School District. A member of many organizations, Moses continues to serve as secretary for the WCJC Board of Trustees and is also a director for the WCJC Alumni Association. He also serves as vice-president of the WCJC Phi Beta Lambda Business Club and deacon for Camp Zion Rising Star Baptist Church in Spanish Camp.

The late E. C. Muegge attended Texas A & M University from 1946-48, enrolled at WCJC in 1948 after receiving a football scholarship and was soon named a Junior College All American. He completed his studies at WCJC in 1949. Muegge received his bachelor's degree from the University of Houston in 1951. In 1979, Muegge and his wife, the former Betty Parr Irvin, whom he met at WCJC, settled in the Egypt-Glen Flora area. In 1974, Muegge became associated with his son's business, C. E. Muegge Real Estate, where he primarily sold farms and ranches. Prior to his death in 2003, he was a real estate agent for C. E. Muegge Real Estate.

Muegge was a member of St. Paul Lutheran Church, the Wharton Farm Bureau, Varsity H Association, Future Farmers of America, Member of the University of Houston Alumni Association and the WCJC Alumni Association.

Muegge was instrumental in establishing two WCJC scholarship funds, the Johnnie Frankie/Tom Pickett Scholarship Fund and the Clay Cerny Scholarship Fund.

The Alumni Association Meritorious Service Award was retired in memory of the late Mr. E. C. Muegge.

The alumni association also recognized four college students who had received alumni association scholarships. Holly Sohrt of El Campo and Leslie Obberrender of Needville received the Alumni Association Scholarship, Samantha Foisner of Boling received the Janette and Randal McDonald Scholarship, and Leslie Mooney of Wharton received the E. C. Muegge Memorial Scholarship.

As part of the reunion, the association announced it's 2004-2006 board officers: Janette McDonald of Houston, president; Debbie Newlin of Wharton, vice-president; and Cheryl Machiecek of Hillje, executive secretary and treasurer.

The WCJC Alumni Board encourages anyone who attended WCJC to become an active director of the association by contacting Cheryl Machiecek at 979-532-6322.
Alumni Award Recipient

Jack Moses, left, of Wharton recently received the Wharton County Junior College Alumni Association Distinguished Alumnus Award. The award was presented by WCJC Vice-President of Instruction Ty Pate.
Petersen's stewardship proves hard to replace

By RONALD K. SANDERS
Wharton Journal-Spectator

In the dictionary, under the word "stewardship," it ought to just say "Lawrence Petersen."

A resident of Danevang, Petersen served as a trustee of the Wharton County Junior College since 1986. He died Monday after a hard-fought battle against cancer.

He was one-of-a-kind, a reporter's dream actually. He was infinitely quotable, though he never intended to be, because with precision he said what he meant and with precision meant what he said.

He had no public persona to promote or protect. WCJC was not there to serve him. He was there to serve the college.

His words could sometimes sting. He asked difficult questions that others could not yet put into words, but, in retrospect, may have wished they would have. He often focused on whether actions measured against the actual goals and objectives of the institution.

Facts are sometimes not enough. It might be nice to know how much gas is in the tank, but it is better to know if it will take you where you want to go.

But whatever he said, he provoked thought — which is what he and his fellow trustees and the administration were supposed to be about.

His career spanned board chairman and chair of the legislative committee and the facilities committee. I believe his largest contribution was his work on the facilities, a committee that oversaw the implementation of a master plan that brought physical improvements to virtually every building on the main campus.

This committee also oversaw the construction of the Fort Bend Technical Center, which, despite its share of obstacles, turned out to be quite a success story.

Had he lived, he would have made sure as facilities chair that WCJC's further expansion into eastern Fort Bend County was well-conceived and well-executed, and that further physical improvements were made to the main campus, too.

Whoever fills that pair of shoes better eat his or her Wheaties.

Petersen's accomplishments are certainly noteworthy. But what is even more useful, as a guide to others, is the process of how he did it.

To all of those who criticize the city, for instance, about how "slow" projects are, I think you ought to particularly listen hard.

The fact is Petersen actually went at what some might say was a snail's pace. He'd report to the board about what's been accomplished on a particular building project, but he also reported about the things that are still to be worked out. He kind of stressed the uncertainty about the best way to proceed and the options that were still being examined.

And it might be months before they were resolved.

When you deal with other people's money and other people's assets, you can't waste them if you are to be a successful steward — even if it takes more time.

You can be impulsive with your own money, but you better do your best to get it right the first time with other people's.

Petersen understood that. He abided by the principles of good stewardship. And he, therefore, is a model for other public servants.

I have covered the Wharton

Continued:
Continued: 'Petersen's Stewardship Proves Hard to Replace

County Junior College for more than 20 years. Suffice to say I have seen a lot of water go under the bridge.

Institutions and people do sometimes trip and fall. It is as inevitable as a sunrise. But the severity or lack of severity of the injury is a measure of character, professionalism, trust and skill of the people in charge.

In all sincerity, looking at the administration, and looking at the composition of the board, I believe WCJC would get back on the saddle in no time if adversity should arise.

And the faith I have is in no small part based on the foundation built by the likes of Lawrence Petersen.

If it were not for Lawrence Petersen, the lights would not be shining as brightly for Wharton County Junior College as they do today.

-Sanders is news editor of the Journal-Spectator. He also covers WCJC news for the El Campo Leader-News. He can be reached by e-mail at rsanders@journal-spectator.com.
Bingo for seniors
Wharton County Junior College senior citizens program will have bingo for seniors from 2 to 4 p.m. Monday, Feb. 7, at the LaDieu Center. Wharton Manor will provide refreshments and prizes.

Blood drive at WCJC
The Wharton County Junior College Student Government Association will have the Have a Heart Blood Drive from 9 a.m. to 3 p.m. Tuesday and Wednesday, Feb. 15 and 16, at the Pioneer Student Center.

Local students on WCJC Dean's List
Jerrilyn Marie Pustejovsky, Yvette Renee Teichman, Crystal D. Walker and Daniele Lynn Zurovec have been named to the Dean's List for the Fall 2004 semester at Wharton County Junior College in Wharton.
Students named to the Dean's List must earn at least a 3.5 grade point average on a scale of 4.0.

Marek named to Dean's list at WCJC
Lyndell Ann Marek has been named to the Dean's List at Wharton County Junior College for the fall semester, 2004.
Students earning at least a 3.5 grade point average out of a possible perfect 4.0 in all work completed during at least 12 semester hours of work are eligible to be named to the Dean's list.
**Sports Scene**

...A look at the area's upcoming events

### Wednesday
**Junior College Baseball**
Galveston Col. at Wharton County Junior College........ 7 p.m.

### Thursday
**Tennis**
Brazoswood at Wharton (Dual Matches) Kelly Tennis Center...... 4 p.m.

**Powerlifting**
Boling Girls at Palacios Invitational......................... 4 p.m.

### Friday
**High School Basketball**

#### BOYS GAMES
- 25-3A – Wharton at Columbia, Frosh-JV-Varsity...........................5/6/8 p.m.
- 26-2A – Jesse Jackson at Boling, JV-Varsity...........................5/6 p.m.
- 26-2A – East Bernard vs. Yes Prep at Houston...........................5/6 p.m.

#### GIRLS GAMES
- 25-3A – Palacios at Wharton, JV-Varsity..............................5/6:30 p.m.
- 26-2A – Brazos at Boling, JV-Varsity.................................5/6:30 p.m.
- 26-2A – East Bernard vs. Yes Prep at Houston, Varsity........ 6:30 p.m.

### Saturday
**Junior College Baseball**
Wharton County Junior College at Alvin CC (Doubleheader) ...... 1 p.m.

**Powerlifting**
Boling Boys at Palacios Invitational................................. 9 a.m.
Petersen set standard for WCJC

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Ronald K. Sanders is news editor of the Journal-Spectator. He can be reached by E-mail at rsanders@journal-spectator.com.
Sports Scene

...A look at the area's upcoming events

Saturday

Junior College Baseball
Wharton County JC at Galveston College (Doubleheader) ..........1 p.m.

Powerlifting
Boling Boys at Palacios Invitational..............................8:30 a.m.

Softball Scrimmage
East Bernard vs. Waller and Terry at Waller ......................11 a.m.

Monday

Golf
Wharton Invitational Girls Tournament at Wharton County Club......8 a.m.

Tuesday

High School Basketball

BOYS GAMES
25-3A - Stafford at Wharton, Fresh-JV-Varsity.....................5/6/7-7:30 p.m.
25-2A - Boling at East Bernard, JV-Varsity.......................5/6 p.m.

GIRLS GAMES
25-3A - Stafford at Wharton, JV-Varsity..........................5/6-7:30 p.m.
25-2A - Boling at East Bernard, JV-Varsity.......................5/6-7:30 p.m.

Softball Scrimmage
Wharton at Victoria Memorial, JV-Varsity..........................5/7 p.m.

Wednesday

Junior College Baseball
Wharton County JC vs. San Jacinto College at Houston...........7 p.m.
MATTERS RELATING TO ACADEMIC AFFAIRS

A. Approve the low bid of $20,875.00 for 20,000 college catalogs from McNaughton & Gunn, Inc. of Saline, Michigan – ($20,875.00 – current unrestricted operating budget for 2004-2005 – plus $20.00 per “Blue Line” change & $850 per extra 1000 needed)

B. Approve the creation of a new faculty position in biology
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: March 8, 2005  Date of This Proposal: February 24, 2005

SUBJECT:

Approve a vendor to print the College Catalog for the 2005 – 2006 school year.

RECOMMENDATION:

Accept the low bid of $20,875.00 for 20,000 College Catalogs from McNaughton & Gunn, Inc. of Saline, Michigan.

BACKGROUND/RATIONALE:

Vendor bid packets were sent to twelve companies requesting pricing to print the 2005 – 2006 College Catalog. Seven bids were received. McNaughton & Gunn, Inc. was the lowest bid received to produce the catalog regardless of the number of pages needed. A summary of the bid response is attached. The College will also be charged $20.00 for every additional “blue line” correction per page and $850.00 for each additional 1,000 catalogs needed. The college must produce a catalog on an annual basis to promote current programs and courses. The current number of catalogs needed is 20,000.

Estimated Cost & Budgetary Support (how will this be paid for?): $20,875.00  Plus $20.00 per “Blue Line” change & $850.00 per extra 1000 needed.

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

Dr. Ty Pate, Vice President of Instruction
Zina Carter, Director of College Advancement and Communications
Philip Wuthrich, Director of Purchasing

SIGNATURES:

[Signatures]

Originator

Date 2-24-05

Cabinet Level Supervisor

Date 2-24-05

PRESIDENT'S APPROVAL:

[Signature]

Date 2-28-05

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Complete this form and submit it to the Office of the President by noon on Thursday of the week before the following Thursday’s 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: March 8, 2005

Date of This Proposal: March 2, 2005

SUBJECT (item as it will appear on agenda):

New faculty position - Biology

RECOMMENDATION:

Continued growth in enrollment requires an addition to the Biology department of an additional faculty member.

BACKGROUND/RATIONALE:

An additional faculty in the Biology department will allow for continued growth in enrollment.

Estimated Cost and Budgetary Support (how will this be paid for?): $31,550 - $43,050 (Position presently budgeted in a Temporary Full Time position.)

RESOURCE PERSON(S) [name(s) and title(s): Dr. Ty Pate

Bettis McFarland

SIGNATURES:

Originator

Cabinet-Level Supervisor

PRESIDENT’S APPROVAL:

Reg 113
6-21-95, 12-16-99
WHARTON COUNTY JUNIOR COLLEGE DISTRICT

AGENDA BRIEF

AGENDA ITEM XI

MATTERS RELATING TO ADMINISTRATIVE SERVICES

A. Approve the bid from Texas Association of School Boards for the College’s Automobile Insurance Coverage for the period from April 1, 2005 to September 30, 2006 – ($5,247.00 – current unrestricted operating budget for 2004-2005 and $10,492.00 current unrestricted operating budget for 2005-2006)

B. Approve, by resolution, Wharton County Junior College’s participation in the U.S. Communities Cooperative Purchasing Alliance

C. Information Items:

1. Seek bids from vendors to provide office supplies to the college – ($90,000 – individual department’s current supply budget for 2005-2006)

2. Seek sealed proposals from companies to provide property & casualty, general liability, boiler & machinery, crime, umbrella liability, director’s and officer’s errors and omissions, and athletic injury insurance coverage for the college – ($240,000 – current unrestricted operating budget for 2005-2006)

3. Seek bids from vendors to provide seating for the Horton Foote Theater in the Fine Arts building - ($90,000 – plant fund repair and replacement for 2004-2005)
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: March 8, 2005 Date of This Proposal: February 24, 2005

SUBJECT:

Approve the bid from the Texas Association of School Boards for the College’s Automobile Insurance Coverage.

RECOMMENDATION:

Approve the bid from the Texas Association of School Boards for the College’s Automobile Insurance Coverage for the period from April 1, 2005 to September 30, 2006.

BACKGROUND/RATIONALE:

The College’s automotive insurance coverage more than doubled this year as compared to last year. The current policy premium was guaranteed for the first 90 days of the policy. This means that the College is free to change providers after 90 days of coverage. The 90 days expired on 1-1-2005. The Texas Association of School Boards, (TASB) has submitted an automobile insurance quote for the College. A brief comparison of coverage is attached. TASB is a qualified cooperative under Section 271.101 of the Local Government Code. Quotes from TASB satisfy all bid requirements set forth by the State. Acceptance of the TASB bid would lower our current premium by approximately $18,000 this year alone.

Estimated Cost & Budgetary Support (how will this be paid for?): \$15,739.00
Current Unrestricted Operating Budget for 2004 – 2005 \$5,247.00
Current Unrestricted Operating Budget for 2005 – 2006 \$10,492.00

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

Betty A. McCrohan, President
Bryce Kocian, Vice President of Financial Services
Philip Wuthrich, Director of Purchasing

SIGNATURES:

Originator

Cabinet-Level Supervisor

PRESIDENT’S APPROVAL:

2-24-05

Date

3-2-05

Date

Reg 113
6-21-95
## Comparison of Automobile Insurance

<table>
<thead>
<tr>
<th>Policy with Insurance Net</th>
<th>TASB policy proposal</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Limits of coverage</strong></td>
<td><strong>$1,000,000 CSL for all vehicles except 15 passenger vans</strong></td>
</tr>
<tr>
<td>$1,000,000 CSL (combined single limits) for all vehicles</td>
<td>Coverage on 15 pass. vans limited to $100,000/300,000 Bodily Injury Liability $100,000 Property damage liability</td>
</tr>
<tr>
<td><strong>$2,500 Personal Injury Protection</strong></td>
<td>Limits represent maximum government liability per Attorney General opinion H-602 and Title V, Chapter 101 of the Civil Practice and Remedies Code</td>
</tr>
<tr>
<td><strong>$1,000,000 Uninsured Motorist</strong></td>
<td>none</td>
</tr>
<tr>
<td><strong>No coverage for non-owned and hired auto</strong></td>
<td>none</td>
</tr>
<tr>
<td>Since our coverage is only a symbol &quot;4&quot;, newly acquired or replacement vehicles must be reported within 30 days</td>
<td>Included*</td>
</tr>
<tr>
<td><strong>Annual premium</strong></td>
<td>Automatically included-can be reported at end of year</td>
</tr>
<tr>
<td>$38,049</td>
<td>$10,492</td>
</tr>
</tbody>
</table>

*It appears that each time employees are renting cars insurance coverage including liability is being purchased. This could take the place of the hired auto coverage. However, we still do not have any non-ownership liability on our present policy.*
Complete this form and submit it to the Office of the President by noon on Friday, 11 days 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: March 8, 2005
Date of This Proposal: February 24, 2005

SUBJECT:

Approve, by resolution, Wharton County Junior College's participation in The U.S. Communities Cooperative Purchasing Alliance.

RECOMMENDATION:

Approve, by resolution, Wharton County Junior College's participation in The U.S. Communities Cooperative Purchasing Alliance.

BACKGROUND/RATIONALE:

Under section 271.102 of the Local Government Code, districts may utilize the contracts from this purchasing cooperative in order to satisfy State bid requirements. Any fees collected by the U.S. Communities Alliance are collected from the vendors that sell their products through the Cooperative's Contracts. There is no charge to the College for membership. The U.S. Communities Cooperative Purchasing Alliance contract prices are sometimes better than what individual institutions can negotiate. This membership would make those items available to the College at the group's contracted price.

Estimated Cost & Budgetary Support (how will this be paid for?): $0.00

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

Betty A. McCrohan, President
Bryce Kocian, Vice President of Financial Services
Philip Wuthrich, Director of Purchasing

SIGNATURES:

[Signature]
Origination

[Signature]
Cabinet-Level Supervisor

PRESIDENT'S APPROVAL:

[Signature]

2-24-05
Date

2/24/05
Date

2-28-05

Reg 113
6-21-95
RESOLUTION

PARTICIPATION IN THE
U.S. COMMUNITIES COOPERATIVE PURCHASING ALLIANCE

WHEREAS; the Wharton County Junior College District pursuant to the authority granted in Section 271.102 of the Local Government Code, desires to participate in the U.S. Communities Cooperative Purchasing Alliance. Said Alliance is sponsored by the Association of School Business Officials International; the National Association of Counties; the National Institute of Governmental Purchasing; the National League of Cities; and the United States Conference of Mayors.

WHEREAS; the Wharton County Junior College District desires to participate for the purpose of fulfilling and executing its respective public governmental purposes, goals, objectives, programs and functions;

WHEREAS; the Wharton County Junior College District has reviewed the benefits of participating in this program and based on this review has concluded the program will provide the best value to taxpayers of this district through the anticipated savings to be realized;

NOW, THEREFORE, BE IT RESOLVED, the Board of Trustees of Wharton County Junior College authorizes the College to participate in the U.S. Communities Cooperative Purchasing Alliance and that the President or designee is authorized to register for the U.S. Communities program on behalf of Wharton County Junior College.
I certify the foregoing is a true and correct copy of the Resolution duly adopted by the Governing Body of the Wharton County Junior College District on the 8th day of March, 2005.

ADOPTED AND APPROVED this 8th day of March, 2005.

By:

Betty McCrohan

Title: President

Attest:

By:
Makyla Dunn

Title: Administrative Clerk to the President
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: March 8, 2005       Date of This Proposal: February 24, 2005

**SUBJECT:**

Information Item

**RECOMMENDATION:**

Seek bids from vendors to provide Office Supplies to the College.

**BACKGROUND/RATIONALE:**

Authorize the Purchasing Department to solicit bids from vendors to provide the College with office supplies as needed.

**Estimated Cost & Budgetary Support (how will this be paid for?):** Estimated $30,000.00


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

Philip Wuthrich, Director of Purchasing

**SIGNATURES:**

 Originator

Bryce Johnson
Cabinet-Level Supervisor

**PRESIDENT'S APPROVAL:**

Betty O. McLuhan

Reg 113
6-21-95
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: March 8, 2005          Date of This Proposal: February 24, 2005

SUBJECT:
Information Item

RECOMMENDATION:
Seek sealed proposals from companies to provide Property & Casualty, General Liability, Boiler & Machinery, Crime, Umbrella Liability, Director’s and Officer’s Errors and Omissions, and Athletic Injury Insurance coverage for the College.

BACKGROUND/RATIONALE:
In opinion JC-0205, Attorney General John Cornyn stated that Junior College Districts may not use a designated broker of record to purchase insurance contracts with an aggregate value of greater than $25,000. Wharton County Junior College will spend more than the allowed $25,000 in premiums. As required by law, the College must seek competitive proposals in order to select an insurance provider.

Estimated Cost & Budgetary Support (how will this be paid for?): Estimated $240,000. Current Unrestricted Operating Budget for 2005 - 2006

RESOURCE PERSON(S) [name(s) and title(s)]:
Bryce Kocian, Vice President of Financial Services
Gus Wessels, Dean of Business Services
Philip Wuthrich, Director of Purchasing

SIGNATURES:

[Signature]
Original

[Signature]
Cabinet-Level Supervisor

[Signature]

Date 2-24-05

Date 2-24-05 2/24/05

PRESIDENT'S APPROVAL:

[Signature]

Date 2-28-05

Reg 113
6-21-95
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: March 8, 2005  Date of This Proposal: February 24, 2005

SUBJECT:

Information Item

RECOMMENDATION:

Seek bids from vendors to provide seating for the Horton Foote Theater in the Fine Arts Building.

BACKGROUND/RATIONALE:

The Theater seating is showing its age and requires attention. These bids will be evaluated to determine if replacing the seating in the 300 person auditorium is appropriate.

Estimated Cost & Budgetary Support (how will this be paid for?): Estimated $90,000.00
Plant Fund Budget for 2004 - 2005

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

Mike Feyen, Director, Facilities Management
Philip Wuthrich, Director of Purchasing

SIGNATURES:

[Signatures]

[Signatures]

2-24-05
Date

2-24-05
Date

PRESIDENT’S APPROVAL:

[Signature]

Reg 113
6-21-95
WHARTON COUNTY JUNIOR COLLEGE DISTRICT

AGENDA BRIEF

AGENDA ITEM XIII

MATTERS RELATING TO PERSONNEL

A. Board of Trustees
   1. Approve contract actions as listed in the attached agenda brief

B. Office of President/Senior Administration
   1. Approve reclassification of Dale Pinson from regular, full-time workforce development, continuing education, and distance learning, D-11-39, to regular, full-time Vice-President of Workforce Development, Continuing Education and Distance Learning, VP-13-43, effective April 1, 2005

C. Office of Academic Affairs
   1. Approve department head pay for the spring 2005 semester

D. Office of Administrative Services

E. Office of Student Services

F. Information Items: Contract Personnel Actions
   1. Nancy E. Partlow, retired as regular full-time instructor of biology, FAC-6A-33, effective May 20, 2005.

G. Information Items: Non-contract Personnel Action
Office of the President

Category I: Renewal of persons on one-year contracts

Contracts expire: August 31, 2005
Recommended action: Renew contracts for one year (August 31, 2006).

<table>
<thead>
<tr>
<th>Employee's Name</th>
<th>Employee's Title (as appears on contract)</th>
<th>2004-2005 Salary Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>HILL, RUSSELL</td>
<td>COORDINATOR OF BUSINESS AND INDUSTRY TRAINING</td>
<td>AA 1-8</td>
</tr>
<tr>
<td>KIELER, BRUCE</td>
<td>RESOURCE DEVELOPMENT OFFICER</td>
<td>CA 13-12</td>
</tr>
<tr>
<td>KOLAF, SANDRA MARLENE</td>
<td>INSTRUCTOR OF COSMETOLOGY</td>
<td>FAC 1-12</td>
</tr>
<tr>
<td>ROSIER, KENNETH</td>
<td>DISTANCE LEARNING PROGRAM DIRECTOR</td>
<td>AA 15-10</td>
</tr>
<tr>
<td>STEWART, GERARD (PAT)</td>
<td>HVAC INSTRUCTOR</td>
<td>FAC 1-18</td>
</tr>
</tbody>
</table>

Updated March 1, 2005
Office of the President

Category II: Extensions for persons on two-year contracts

Contracts expire: August 31, 2006
Recommended action: Extend current employment for additional year (to August 31, 2007)

<table>
<thead>
<tr>
<th>Employee's Name</th>
<th>Employee's Title (as appears on contract)</th>
<th>2004-2005 Salary Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>BARNES, ALBERT</td>
<td>DEAN OF ADMISSIONS AND REGISTRATION</td>
<td>BA 9-45</td>
</tr>
<tr>
<td>BRINLEE, JACQUELINE</td>
<td>INSTRUCTOR OF COSMETOLOGY</td>
<td>FAC 1-14</td>
</tr>
<tr>
<td>CARTER, ZINA</td>
<td>DIRECTOR OF MARKETING AND COMMUNICATIONS</td>
<td>CA 1-25</td>
</tr>
<tr>
<td>FEYEN, MICHAEL</td>
<td>DIRECTOR OF FACILITIES MANAGEMENT</td>
<td>CA 1-30</td>
</tr>
<tr>
<td>GLASS, TRACY SCOTT</td>
<td>DIRECTOR OF FORT BEND TECHNICAL CENTER</td>
<td>AA 5-30</td>
</tr>
<tr>
<td>JONES, JUDITH</td>
<td>DIRECTOR OF HUMAN RESOURCES</td>
<td>CA 1-24</td>
</tr>
<tr>
<td>KOCLAN, BRYCE</td>
<td>VICE PRESIDENT OF FINANCIAL SERVICES</td>
<td>VP 13-43</td>
</tr>
<tr>
<td>MEJORADO, MARY</td>
<td>INSTRUCTOR OF EMERGENCY MEDICAL SERVICES</td>
<td>FAC 1-8</td>
</tr>
<tr>
<td>PATE, TYLER (TY)</td>
<td>SENIOR VICE PRESIDENT OF INSTRUCTION</td>
<td>VP 15-57</td>
</tr>
<tr>
<td>PINSON, DALE</td>
<td>DEAN OF WORKFORCE DEVELOPMENT, CONTINUING EDUCATION AND DISTANCE LEARNING</td>
<td>D 11-39</td>
</tr>
<tr>
<td>SANTO, MILES (LEE)</td>
<td>INSTRUCTOR OF LAW ENFORCEMENT</td>
<td>FAC 1-8</td>
</tr>
<tr>
<td>SCHULTZ, ALVIN</td>
<td>ELECTRICIAN AND ASSISTANT DIRECTOR OF FACILITIES MANAGEMENT</td>
<td>AA 1-15</td>
</tr>
<tr>
<td>WOLTER, ROBERT</td>
<td>DIRECTOR OF SUGAR LAND CAMPUSS</td>
<td>CA 10-12</td>
</tr>
<tr>
<td>YOUNGBLOOD, PAMELA</td>
<td>VICE PRESIDENT OF TECHNOLOGY AND INSTITUTIONS RESEARCH</td>
<td>VP 13-40</td>
</tr>
</tbody>
</table>

Updated March 1, 2005
Office of the President

Category III: No action for renewal of persons on one-year contracts

Contracts expire: August 31, 2005
Recommended action: None. Contracts will expire.

<table>
<thead>
<tr>
<th>Employee's Name</th>
<th>Employee's Title (as appears on contract)</th>
<th>2004-2005 Salary Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>HENNESSEY, PATRICK</td>
<td>DIRECTOR OF CONTINUING EDUCATION</td>
<td>CA 10-14</td>
</tr>
</tbody>
</table>

Updated March 1, 2005
Office of the President

Category IV: No action for extension of person on two-year contracts

Contracts expire: August 31, 2006
Recommended action: None. Contracts will continue as they are currently written.

<table>
<thead>
<tr>
<th>Employee's Name</th>
<th>Employee's Title (as appears on contract)</th>
<th>2004-2005 Salary Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>NONE</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Updated March 1, 2005
Category I: Renewal of persons on one-year contracts

Contracts expire: August 31, 2005
Recommended action: Renew contracts for one year (August 31, 2006).

<table>
<thead>
<tr>
<th>Employee's Name</th>
<th>Employee's Title (as appears on contract)</th>
<th>2004-2005 Salary Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>BEAIR, LINDA</td>
<td>INSTRUCTOR OF VOCATIONAL NURSING</td>
<td>FAC 1-10</td>
</tr>
<tr>
<td>BEESON, LINDA</td>
<td>INSTRUCTOR OF VOCATIONAL NURSING</td>
<td>FAC 1-10</td>
</tr>
<tr>
<td>BIBUS, CONNIE</td>
<td>INSTRUCTOR OF HISTORY</td>
<td>FAC 7-7</td>
</tr>
<tr>
<td>BODE, BRENDY</td>
<td>INSTRUCTOR OF DENTAL HYGIENE</td>
<td>FAC 1-11</td>
</tr>
<tr>
<td>BUSH, FREDERICK</td>
<td>INSTRUCTOR OF ENGLISH</td>
<td>FAC 1-4</td>
</tr>
<tr>
<td>DEES, STEPHANIE</td>
<td>INSTRUCTOR OF COMPUTER SCIENCE</td>
<td>FAC 1-8</td>
</tr>
<tr>
<td>DENMAN, SUSAN</td>
<td>COUNSELOR</td>
<td>FAC 1-6</td>
</tr>
<tr>
<td>ESMAIL, DINEZ</td>
<td>INSTRUCTOR OF VOCATIONAL NURSING</td>
<td>FAC 1-5</td>
</tr>
<tr>
<td>LANNOM, GENEEN</td>
<td>INSTRUCTOR OF BIOLOGY</td>
<td>FAC 1-10</td>
</tr>
<tr>
<td>LYNN, BARBARA</td>
<td>INSTRUCTOR OF EARLY CHILDHOOD DEV.</td>
<td>FAC 2-10</td>
</tr>
<tr>
<td>McELROY, REBECCA</td>
<td>INSTRUCTOR OF PSYCHOLOGY</td>
<td>FAC 1-3</td>
</tr>
<tr>
<td>NEADERHOUSE, DALE</td>
<td>INSTRUCTOR OF MATHEMATICS</td>
<td>FAC 2-11</td>
</tr>
<tr>
<td>REED, SEAN</td>
<td>INSTRUCTOR OF GOVERNMENT</td>
<td>FAC 7-3</td>
</tr>
<tr>
<td>ROHAN, ELIZABETH</td>
<td>INSTRUCTOR OF VOCATIONAL NURSING</td>
<td>FAC 1-10</td>
</tr>
<tr>
<td>STEPHENS, ARTHUR WAYNE</td>
<td>INSTRUCTOR OF PROCESS TECHNOLOGY</td>
<td>FAC 1-11</td>
</tr>
<tr>
<td>WALDROP, JOE</td>
<td>INSTRUCTOR OF BAND/BAND DIRECTOR</td>
<td>FAC 4-8</td>
</tr>
<tr>
<td>WALKER, SHARLA</td>
<td>PROGRAM DIRECTOR/INSTRUCTOR OF RADIOLOGIC TECHNOLOGY</td>
<td>FAC 1-11</td>
</tr>
<tr>
<td>WALL, AMY</td>
<td>INSTRUCTOR OF ASSOCIATE DEGREE NURSING</td>
<td>FAC 1-10</td>
</tr>
<tr>
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</tr>
</tbody>
</table>

*Updated March 1, 2005*
Office of the Senior Vice President of Instruction

Category II: Extensions for persons on two-year contracts

Contracts expire: August 31, 2006
Recommended action: Extend current employment for additional year (to August 31, 2007)

<table>
<thead>
<tr>
<th>Employee's Name</th>
<th>Employee's Title (as appears on contract)</th>
<th>2004-2005 Salary Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>AARONSON, JULIE</td>
<td>COORDINATOR OF RECRUITING</td>
<td>AA 1-8</td>
</tr>
<tr>
<td>ALEXANDER, MARY</td>
<td>INSTRUCTOR OF SPEECH</td>
<td>FAC 1-12</td>
</tr>
<tr>
<td>ALLEN, JAMES</td>
<td>INSTRUCTOR OF ECONOMICS</td>
<td>FAC 1-9</td>
</tr>
<tr>
<td>AMESTOY, SEAN</td>
<td>INSTRUCTOR OF AGRICULTURE</td>
<td>FAC 1-7</td>
</tr>
<tr>
<td>ANDERSON, MARSHA</td>
<td>INSTRUCTOR OF ENGLISH</td>
<td>FAC 1-10</td>
</tr>
<tr>
<td>APPLING, PHYLLIS</td>
<td>INSTRUCTOR OF DEVELOPMENTAL READING</td>
<td>FAC 1-21</td>
</tr>
<tr>
<td>ARMENTROUT, PAMELA</td>
<td>INSTRUCTOR OF ENGLISH</td>
<td>FAC 1-12</td>
</tr>
<tr>
<td>BAHNSEN, EUGENE</td>
<td>ATHLETIC DIRECTOR AND INSTRUCTOR OF PHYSICAL EDUCATION</td>
<td>FAC 3A-42</td>
</tr>
<tr>
<td>BARSTCH, FRIEDMANN</td>
<td>INSTRUCTOR OF ENGLISH</td>
<td>FAC 7-26</td>
</tr>
<tr>
<td>BRAMBLE, DANA</td>
<td>INSTRUCTOR OF DEVELOPMENTAL ENGLISH</td>
<td>FAC 1-8</td>
</tr>
<tr>
<td>BRAND, AMANDA</td>
<td>INSTRUCTOR OF HISTORY</td>
<td>FAC 1-4</td>
</tr>
<tr>
<td>BRINK, BENJAMIN</td>
<td>INSTRUCTOR OF MATHEMATICS</td>
<td>FAC 6A-9</td>
</tr>
<tr>
<td>BROWN, REBECCA</td>
<td>INSTRUCTOR OF COMPUTER SCIENCE</td>
<td>FAC 1-10</td>
</tr>
<tr>
<td>CAREY, FRANK</td>
<td>INSTRUCTOR OF CHEMISTRY</td>
<td>FAC 1-13</td>
</tr>
<tr>
<td>CARLOAN, JAMES</td>
<td>INSTRUCTOR OF MATHEMATICS</td>
<td>FAC 6A-40</td>
</tr>
<tr>
<td>CARTER, PHILLIP</td>
<td>INSTRUCTOR OF PHYSICAL THERAPY</td>
<td>FAC 1-17</td>
</tr>
<tr>
<td>CLARK, LINDA</td>
<td>INSTRUCTOR OF CRIMINAL JUSTICE</td>
<td>FAC 5-16</td>
</tr>
<tr>
<td>CLARK, SARAH</td>
<td>INSTRUCTOR OF ASSOCIATE DEGREE NURSING</td>
<td>FAC 1-17</td>
</tr>
<tr>
<td>CLINE, CURTIS</td>
<td>INSTRUCTOR OF AUTOMOTIVE TECHNOLOGY</td>
<td>FAC 2-15</td>
</tr>
<tr>
<td>COLEMAN, JESS</td>
<td>INSTRUCTOR OF ART</td>
<td>FAC 6-10</td>
</tr>
</tbody>
</table>

Updated March 1, 2005
<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Office</th>
</tr>
</thead>
<tbody>
<tr>
<td>Collins, Leigh Ann</td>
<td>Instructor of Dental Hygiene</td>
<td>FAC 1-18</td>
</tr>
<tr>
<td>Cook, Anita</td>
<td>Instructor of Radiologic Technology</td>
<td>FAC 1-15</td>
</tr>
<tr>
<td>Daryan, Daruish</td>
<td>Instructor of Computer Science</td>
<td>FAC 6A-13</td>
</tr>
<tr>
<td>Davig, James</td>
<td>Instructor of Accounting</td>
<td>FAC 2A-17</td>
</tr>
<tr>
<td>Dees, Kevin</td>
<td>Associate Dean of Instruction</td>
<td>CA 9-14</td>
</tr>
<tr>
<td>Derkowski, Carol</td>
<td>Instructor of Dental Hygiene</td>
<td>FAC 1-27</td>
</tr>
<tr>
<td>Detting, John</td>
<td>Instructor of Biology</td>
<td>FAC 1-8</td>
</tr>
<tr>
<td>Ermis, Fred</td>
<td>Instructor of Mathematics</td>
<td>FAC 5-38</td>
</tr>
<tr>
<td>Fanning, James</td>
<td>Instructor of Economics</td>
<td>FAC 6A-38</td>
</tr>
<tr>
<td>Fitt, Peggy</td>
<td>Instructor of Kinesiology</td>
<td>FAC 1-6</td>
</tr>
<tr>
<td>Gakari, Purti</td>
<td>Instructor of Biology</td>
<td>FAC 1-10</td>
</tr>
<tr>
<td>Gensler, Gary</td>
<td>Instructor of Drafting and Engineering</td>
<td>FAC 1-29</td>
</tr>
<tr>
<td>Glenn, David D., Jr.</td>
<td>Instructor of Biology</td>
<td>FAC 1A-13</td>
</tr>
<tr>
<td>Graham, Linda</td>
<td>Instructor of History</td>
<td>FAC 1A-7</td>
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<tr>
<td>Groves, J.B. III</td>
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<td>Gurrala, Pramila</td>
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<td>Hart, Phil</td>
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<td>Hoke, Jerry</td>
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Updated March 1, 2005
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Updated March 1, 2005
Office of the Senior Vice President of Instruction

Category III: No action for renewal of persons on one-year contracts

Contracts expire: August 31, 2005
Recommended action: None. Contracts will expire.

<table>
<thead>
<tr>
<th>Employee's Name</th>
<th>Employee's Title (as appears on contract)</th>
<th>2004-2005 Salary Schedule</th>
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</thead>
<tbody>
<tr>
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Updated March 1, 2005
Office of the Senior Vice President of Instruction

Category IV: No action for extension of person on two-year contracts

Contracts expire: August 31, 2006
Recommended action: None. Contracts will continue as they are currently written.

<table>
<thead>
<tr>
<th>Employee's Name</th>
<th>Employee's Title (as appears on contract)</th>
<th>2004-2005 Salary Schedule</th>
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<tbody>
<tr>
<td>LAWLOR, DANIEL</td>
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<td>FAC 7-13</td>
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</table>

Updated March 1, 2005
Office of the Vice President of Financial Services

Category I: Renewal of persons on one-year contracts

Contracts expire: August 31, 2005
Recommended action: Renew contracts for one year (August 31, 2006).

<table>
<thead>
<tr>
<th>Employee's Name</th>
<th>Employee's Title (as appears on contract)</th>
<th>2004-2005 Salary Schedule</th>
</tr>
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<tbody>
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Updated March 1, 2005
Office of the Vice President of Financial Services

Category II: Extensions for persons on two-year contracts

Contracts expire: August 31, 2006
Recommended action: Extend current employment for additional year (to August 31, 2007).

<table>
<thead>
<tr>
<th>Employee's Name</th>
<th>Employee's Title (as appears on contract)</th>
<th>2004-2005 Salary Schedule</th>
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<tbody>
<tr>
<td>BYRD, DARLENE</td>
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Updated March 1, 2005
Office of the Vice President of Financial Services

Category III: No action for renewal of persons on one-year contracts

Contracts expire: August 31, 2005
Recommended action: None. Contracts will expire.

<table>
<thead>
<tr>
<th>Employee's Name</th>
<th>Employee's Title (as appears on contract)</th>
<th>2004-2005 Salary Schedule</th>
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Updated March 1, 2005
Office of the Vice President of Financial Services

Category IV: No action for extension of person on two-year contracts

Contracts expire: August 31, 2006
Recommended action: None. Contracts will continue as they are currently written.

<table>
<thead>
<tr>
<th>Employee's Name</th>
<th>Employee's Title (as appears on contract)</th>
<th>2004-2005 Salary Schedule</th>
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Updated March 1, 2005
Office of the Vice President of Technology and Institutional Planning

Category I: Renewal of persons on one-year contracts

Contracts expire: August 31, 2005  
Recommended action: Renew contracts for one year (August 31, 2006).

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<th>Employee's Name</th>
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<th>2004-2005 Salary Schedule</th>
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Updated March 1, 2005
**Category II: Extensions for persons on two-year contracts**

Contracts expire: August 31, 2006  
Recommended action: Extend current employment for additional year  
(to August 31, 2007)

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<tr>
<th>Employee's Name</th>
<th>Employee's Title (as appears on contract)</th>
<th>2004-2005 Salary Schedule</th>
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Updated March 1, 2005
Category III: No action for renewal of persons on one-year contracts

Contracts expire: August 31, 2005
Recommended action: None. Contracts will expire.

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Updated March 1, 2005
Category IV: No action for extension of person on two-year contracts

Contracts expire: August 31, 2006
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<th>Employee's Name</th>
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</table>

Updated March 1, 2005
**Personnel Action Form**

**Wharton County Junior College**

**Social Security No.:**  
**Last Name:** Pinson  
**First Name:** Lyndon  
**Middle Initial:**  
**Date:** 5-2-05  
**Telephone:**  

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

**Part I: Check all that apply**

- Classification:  
  - ☑ Administrative/Professional Staff  
  - ☑ Faculty  
  - ☑ Support Staff  
  - ☑ Temporary  
  - ☑ Full-Time  
  - ☑ Regular  
  - ☑ Part-Time  
  - ☑ Other (explain)  
  - ☑ 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:**  
Administration  

**Job Title/Position:** Dean of Workforce Dev./Cont. Ed./Distance Learning  

**Budgeted Position?**  
- ☑ Yes  
- ☐ No

**Budgeted Position No.** 1110.454.6103.711  
**Position No. (NBAPOSN):** DEA004  
**Funded in which FY?** 2004-2005

**Compensation:**  
- ☑ Annual  
- ☑ Hourly  
- ☐ Other (explain)  

**Hourly Rate:** Φ Parameter only

- $ 76,085  
- $ 82,087

**Start Date:** 6/1/66  
**End Date:**  
**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:**  
**Job Title/Position:** VP/ WF, CE, & DL  

**Budgeted Position?**  
- ☑ Yes  
- ☐ No

**Budgeted Position No.** 1110.14020.6093.401  
**Position No. (NBAPOSN):** ADV04  
**Funded in which FY?** 2004-2005

**Compensation:**  
- ☑ Annual  
- ☑ Hourly  
- ☐ Other (explain)  

**Hourly Rate:** Φ Parameter only

**Start Date:**  
**End Date:**  
**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

**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:** 3/2/05  
**Approved by President:**  
**Date:** 3/2/05

**Reviewed by Cabinet Level Supervisor:**  
**Date:**  
Date approved by Board or ☐ not applicable  

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

Personnel Action Form
Human Resources

Social Security No.:

Last Name: Partlow
First Name: Nancy
Middle Initial: E.
Telephone:

Part I: Check all that apply

Classification:
- [ ] Administrative/Professional Staff
- [ ] Faculty
- [x] Support Staff
- [ ] Temporary
- [ ] Full-Time
- [ ] Part-Time
- [ ] New Employee
- [ ] Extension
- [ ] Reclassification
- [ ] Transfer
- [ ] Promotion
- [ ] Salary Adjustment
- [ ] Other (explain):
- [ ] Retirement
- [ ] Resignation
- [ ] Separation (date: 5-20-05)
- [ ] Change in Assignment
- [ ] Additional Assignment
- [ ] Leave of Absence

Part II: Assignment/Accounting

CURRENT Division/Unit:
Life Science

Job Title/Position:
Instructor of Biology

Budgeted Position?: [x] Yes [ ] No

Funded in which FY?: 2004-05

Budget Number:
1110.14301.6091.100

Position No. (NBAPOSN): BIO 007

Compensation:

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

Sched F
Grade 6A
Step 32

Hourly Rate: (Part-time only)

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

Start Date: 9/1/69
End Date: 5/20/05

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:

Job Title/Position:

Budgeted Position?: [ ] Yes [x] 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

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:

Employee retiring effective 5-20-05.

Part III: Position/Budget Authorization

Recommended by Supervisor (Department Head)

Date:

Approved by Vice President:

Date: 2/18/05

Approved by Division Chair

Date:

Reviewed by Human Resources

Date:

Budget Approval

Date: 2/11/05

Approved by President

Date:

Reg. 821

Revised July 29, 2004
WHARTON COUNTY JUNIOR COLLEGE DISTRICT

AGENDA BRIEF

AGENDA ITEM XVI

MATTERS RELATING TO FORMAL POLICY

A. First Reading: Regulation 890: Professional Growth for Support Staff
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: March 8, 2005  Date of this Proposal: February 24, 2005

SUBJECT: First reading of proposed new Regulation 890. Professional Growth for Support Staff.

RECOMMENDATION: The President's Office and the Extended Cabinet recommend a first reading for this proposed new regulation. Board action is not required.

BACKGROUND/RATIONALE: In accord with established policy, the President initiated a process to develop a new regulation to address professional growth for support staff. This new regulation gives the College a set of procedures that encourage and recognize the efforts of our support staff to attain college degrees and training relevant to job duties. This proposed regulation was reviewed by the President's Cabinet and approved, with corrections and changes. The proposed regulation was then submitted to the Governance Councils for review. The Extended Cabinet discussed and approved the proposal on February 22, 2005.

ESTIMATED COST AND BUDGETARY SUPPORT (how will this be paid for):

When an employee successfully completes an approved Professional Growth Plan, he/she can apply for a $500 payment. Budgetary support will come from current revenues.

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

Betty McCrohan, President

SIGNATURES:

Betty A. McCrohan

Originator  2-28-05

Cabinet-Level Supervisor

Date

PRESIDENT'S APPROVAL:

Betty A. McCrohan

Reg 113  6-21-95

Date  2-28-05
SUPPORT STAFF PROFESSIONAL GROWTH

I. PURPOSE

This regulation provides for the establishment of a professional growth program for support staff and establishes a procedure for disbursement of professional growth funds to compensate support staff employees who have successfully completed an approved professional growth plan.

II. BACKGROUND

The Support Staff Association recommended to the President of Wharton County Junior College ("WCJC" or "College") that a professional growth program for support staff be implemented to encourage support staff employees to pursue additional education that would enhance their job performance at the College. The President accepted this recommendation and initiated a process to develop a regulation to establish a professional growth program for support staff employees. Under this program, the College will designate a contingency fund in its annual budget each year for professional growth for support staff, subject to the approval of the Board of Trustees. Continuation of this fund and the amounts allocated to it shall remain within the discretionary purview of the President of the College.

III. POLICY

A. WCJC encourages the continued growth and development of all support staff employees.

B. The College is responsible for implementing and overseeing a professional growth program for support staff employees.

C. The President of WCJC will set up a fund each year for the support staff professional growth program.

D. Only full-time personnel employed by the College at the time of payment for professional growth are entitled to receive payment for completion of a professional growth plan.

(POLICY APPROVAL: , Board of Trustees)

IV. PROCEDURES

A. Administrative Authority and Purpose

1. Budgetary authority for the professional growth fund resides with the President of WCJC.

2. Support staff employees may apply for participation in the support staff professional growth program when a) the credit-hour courses relate to their WCJC position, b) the credit-hour courses relate to the pursuit of a degree plan for an associate or advanced
degree, and/or c) the certificate program or equivalent continuing education courses relate
to their position and have been approved by the President or the President’s designee. In
all cases, however, applicants must present evidence that the proposed professional
growth plan enhances the employee's value to the College.

3. Professional growth funds are to be included in the College's annual budget.

B. Deadlines

1. An employee must submit and obtain approval of a Support Staff Professional Growth
   Plan Application Form (available at the WCJC website) prior to the start of each course
   included in the employee’s professional growth plan.

2. Upon completion of a professional growth plan, a Personnel Action Form (PAF)
   requesting payment for professional growth must be signed and submitted to the Human
   Resources Department on or before September 1st.

C. Applications, Reviews, and Approvals

1. A support staff employee wishing to participate in the support staff professional growth
   program can submit a completed Support Staff Professional Growth Plan Application
   Form (available at the WCJC website) to his/her immediate supervisor. The application
   will include a description of the course(s), an explanation of the specific value of the
   request to the employee and to the College, and the employee’s area of responsibility
   prior to signing up for the course(s).

2. The immediate supervisor, if he/she approves the Support Staff Professional Growth Plan
   Application Form, will submit the employee’s application through the appropriate chain
   of command for approval.

3. Prior to enrolling in a course, an employee must obtain the approval in writing (i.e., by
   signature) of a Vice President or the President for his/her Support Staff Professional
   Growth Plan Application Form.

4. A Support Staff Professional Growth Plan Completion Form (available at the WCJC
   website), along with all appropriate signatures and back-up documentation, will be
   forwarded to the Human Resources Department for filing in the employee’s personnel
   file.

5. Support staff employees may not be approved for more than two professional growth
   plans in one fiscal year, nor receive payment for more than two professional growth plans
   in one fiscal year.

6. The Human Resources Department will notify the employee and the employee’s
   immediate supervisor that the course(s) have been approved under the support staff
   professional growth program.

7. When an employee’s individualized professional growth plan has been completed, a PAF
   will be submitted by his/her immediate supervisor to the appropriate Vice President or to
   the President for approval. Attached to the PAF will be a copy of the approved Support
Staff Professional Growth Plan Approval Form and either an official transcript or other appropriate documentation to verify completion of the professional growth plan.

For plans that include continuing education/non-credit courses, the employee should submit a copy of a Certificate of Completion and a signed Support Staff Professional Growth Plan Endorsement Form (available at the WCJC website), signed by the course instructor for approved continuing education/non-credit courses. This information must be submitted on or before September 1st for the employee to receive payment for completing his/her professional growth plan.

8. After receiving administrative approval, the PAF (with the attached documentation) will be forwarded to the Human Resources Department for processing.

9. A copy of the PAF will be submitted to the Payroll and Benefits Department for the processing of a payment to the employee for completion of his/her professional growth plan.

10. Once approved, the payment for completion of a professional growth plan will be included in the employee’s September paycheck. Personnel who leave the employment of the College prior to receiving a September paycheck, or who are no longer employed full-time at the College, will not receive payment.

V. GUIDELINES

A. Support staff employees are eligible to apply for the support staff professional growth program after six months of continuous full-time employment at WCJC. Under this program, support staff employees are eligible to receive a payment of $500 for each professional growth plan they complete. Each full-time staff member is eligible to receive up to a maximum of $3,000 for completion of six (6) professional growth plans.

B. A support staff employee’s professional growth plan must contain courses that relate directly to a certificate program or to an associate or advanced degree plan. All continuing education/non-credit courses must relate directly to the employee’s current position.

C. Professional growth plans for support staff employees will consist of credit-hour courses or equivalent continuing education/non-credit courses, as approved by the President of the College or by the President’s designee. A support staff employee may be approved for a maximum of six (6) professional growth plans of nine (9) credit hours each, for a maximum total of 54 credit hours.

D. A support staff employee’s professional growth plan can be composed, in part or exclusively, of continuing education/non-credit courses. For continuing education/non-credit courses, a formula will be used to equate contact hours to credit hours. The formula will equate 16 contact hours to one (1) credit hour. For example, 16 contact hours of continuing education/non-credit courses times three (3) courses will equal 48 total contact hours. Then, the 48 contact hours will be divided by 16 to arrive at an equivalent total of three (3) credit hours. Professional growth plans containing continuing education/non-credit training must be submitted to the President of the College or to the President’s designee for review and approval. The President shall have the discretion to use the above-stated formula or another equivalency method.

E. There are no time restrictions placed on a support staff employee regarding completion of his/her professional growth plan. For example, if an employee completes six (6) credit hours in one fiscal year, those hours can be carried over into the next fiscal year where an additional three (3) credit
hours could be taken, for a grand total of nine (9) credit hours needed for completion of the employee's professional growth plan. A payment of $500 will be given to an employee each time he/she completes an approved professional growth plan, up to a maximum of six (6) plans.

F. An employee can apply and receive compensation for a maximum of 18 credit hours per fiscal year, or for equivalent continuing education/non-credit courses, as may be approved by the President or by the President's designee.

G. Only one course can be taken during regular business hours. (Refer to Regulation 888, Section V, Guidelines, 1.)

H. A support staff employee's professional growth plan must state how he/she will make up office hours used to attend class. (Refer to Regulation 888, Section V, Guidelines, 1.)

I. To be considered for approval, a support staff employee's professional growth plan must include a description of the course(s), an explanation of the specific value of the request to the employee and the College, and the employee's area of responsibility.

J. Payment to an employee for a completing professional growth plan will be made only if the employee successfully completes each credit-hour course with a minimum grade of "C" or better. For continuing education/non-credit courses, an employee must submit a Certificate of Completion and a signed Support Staff Professional Growth Plan Endorsement Form from the course instructor.

K. To receive a professional growth payment, an employee must provide a copy of an official transcript reflecting grades for courses or other appropriate documentation supporting completion of the courses listed in a professional growth plan. This documentation must be submitted with a PAF to the Human Resources Department on or before September 1st. For continuing education/non-credit courses, an employee must provide a Certificate of Completion and a signed Support Staff Professional Growth Plan Endorsement Form from the course instructor.

L. Payment for completion of a professional growth plan will be included in the employee's September paycheck. Only full-time personnel employed by the College at the time of this payment are entitled to receive payment for completion of a professional growth plan.

M. Support staff employees may not be approved for more than two professional growth plans in one fiscal year, nor receive payment for more than two professional growth plans in one fiscal year.
Wharton County
Junior College

Support Staff Professional Growth Plan Application Form

Employee Name: ____________________________  SS#: ________________________
Employee’s Title: __________________________ Department: _________________________
Telephone #: __________________________ Work Location: __________________________

Immediate Supervisor: ________________________  Title: __________________________

Vice President or President: __________________________

I. Description of the course(s) to be taken. (Please give a specific course description for each course. Attach additional sheets of paper, if necessary.)

II. Explanation of the specific value of the course(s) to the employee’s position. (Please give the specific rationale for the value of each course. Attach additional sheets of paper, if necessary.)

ACKNOWLEDGMENT: I understand that, if this professional growth plan is approved, payment for completing the plan will be included in my September paycheck following completion of the plan. I understand that I must be employed full-time by the College at the time of the payment in order to receive payment for completion of my professional growth plan. I understand that if I am no longer a full-time employee at the College or if I am no longer employed by the College at all, then I will not receive the professional growth payment.

----------------------------------------  Date
Employee Signature

APPROVALS:

----------------------------------------  Date
Immediate Supervisor Signature

----------------------------------------  Date
Dean/Division Chair Signature (if applicable)

----------------------------------------  Date
Vice President/President Signature
Wharton County
Junior College

Support Staff Professional Growth Plan Completion Form

Employee’s Name: ________________________________ SS#: __________________________

To verify completion of courses included in my Support Staff Professional Growth Plan, I have attached to this form a copy of an official transcript reflecting completion of courses with a grade of “C” or better, or other appropriate documentation supporting completion of the courses. For approved continuing education / non-credit course(s), if any, I have attached a Certificate of Completion and a signed Support Staff Professional Growth Plan Endorsement Form from the course instructor.

_____ Professional Growth Plan (nine credit hours)

_____ Professional Growth Plan (continuing education/non-credit courses as approved by the President)

ACKNOWLEDGMENT: I understand that, if this professional growth plan is approved, payment for completing the plan will be included in my September paycheck following completion of the plan. I understand that I must be employed full-time by the College at the time of the payment in order to receive payment for completion of my professional growth plan. I understand that if I am no longer a full-time employee at the College or if I am no longer employed by the College at all, then I will not receive the professional growth payment.

_________________________________________  ____________
Employee Signature                      Date

A PAF is attached approving payment of:

$_________  (Note: A support staff employee cannot receive more than $1,000 per fiscal year for completion of professional growth plans.)

Effective September 1, 20_____.

APPROVALS:

Immediate Supervisor: ________________________________ Date: ____________

Dean/Division Chair (if appropriate): __________________________ Date: ____________

Vice President/President: ________________________________ Date: ____________
Wharton County Junior College

Human Resources Department

Support Staff Professional Growth Plan Endorsement Form

Note: This form is to be used for verifying completion of continuing education/non-credit courses.

Please print.

Employee Information

Last name__________________________First name__________________________Social Security number__________________________

Employee’s signature__________________________Date__________________________

Training Information

(Note: This information is to be completed by the instructor or coordinator of the course.)

Title of training:________________________________________________________

Name of presenter:__________________________Training provided by (title/company):________________________________________________________

Date of training:__________________________Location of training:________________________________________________________

Brief description of training completed:________________________________________________________

Verification:

Trainer’s signature__________________________Title__________________________Date__________________________

Note: Please attach to the PAF any documentation that verifies attendance in continuing education/non-credit courses.
<table>
<thead>
<tr>
<th>Date of WCJC Board Meeting March 8, 2005 NAME AND PROPOSED JOB TITLE</th>
<th>CURRENT SALARY AND SCHEDULE</th>
<th>PROPOSED SALARY AND SCHEDULE</th>
<th>PROPOSED OR REPORTED ACTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pinson, Lyndon Dale Regular, full-time Vice-President of Workforce Development, Continuing Education and Distance Education</td>
<td>$76,085 (12 mos.) D-11-39</td>
<td>$82,087 (12 mos.) VP-13-43</td>
<td>Promotion, effective April 1, 2005</td>
</tr>
<tr>
<td>Partlow, Nancy E. Regular, full-time instructor of Biology</td>
<td>$53,550 (9 mos.) FAC-6A-33</td>
<td>N/A</td>
<td>Retired, effective May 20, 2005</td>
</tr>
</tbody>
</table>