



BOARD OF TRUSTEES

Regular Board Meeting

Thursday, September 8, 2022

2:00 p.m.

***Community Room
Of the
Emerging Technologies and Workforce Building***

**WEATHERFORD COLLEGE
BOARD OF TRUSTEES
September 8, 2022
2 p.m.**

AGENDA

A meeting of the Board of Trustees of Weatherford College will be held on Thursday, September 8, 2022 beginning at 2 p.m. in the Community Room of the Emerging Technologies and Workforce Building, located at 225 College Park Drive, Weatherford, Texas, to consider and act on the posted agenda:

1. Call to Order, Invocation and Pledge of Allegiance
2. Public Comment for Individuals Not on the Agenda
3. President's Report:
 - a. Recognitions
 - b. Employee Notices
 - c. Enrollment Update
4. Consent Agenda and Financial Reports:
 - a. Approval of Minutes from the August 2022 Board Meetings
 - b. Financial Reports Ending August 31, 2022
 - c. Quarterly Investment Report
 - d. Amendment to the 2022-23 Tuition and Fees Schedule Effective for Spring 2023
 - e. Renewal of DIR-TSO-4288 Contract for Enhanced Cybersecurity Monitoring Service
 - f. Implementation of the National Incident Management System (NIMS)
5. Consideration and Possible Action: Proposals on Betty Jo Graber Gym Re-Roofing Project #RFP-01-23
6. Reports:
 - a. Academics and Student Services Update
 - b. Sonography Update – Kelly Staub, Director of Imaging
7. Future Agenda Items or Meetings:
 - a. BI (Legal) Access and Affordability Report
 - b. Clery Act Report
 - c. Sealed Bids on Color & Web Printing #SB-01-23
8. Announcements
9. Closed Session:
 - a. Consult with College Attorney, in Accordance with Government Code 551.071
 - b. Deliberate Real Property in Accordance with Government Code 551.072

- c. Deliberate the Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee, in Accordance with Government Code 551.074
- 10. Consideration and Possible Action: Real Property
- 11. Consideration and Possible Action: Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee
- 12. Consideration and Possible Action: Election of Board of Trustee Officer
- 13. Adjourn



Public Comment for
Individuals
Not on Agenda



President's Report

- Recognitions
- Employee Notices
- Enrollment Update



**Weatherford College Board of Trustees
Consent Agenda**

DATE: September 8, 2022

AGENDA ITEM #4. a.

SUBJECT: Minutes from the August Board meetings

INFORMATION AND DISCUSSION: None.

RECOMMENDATION: That the Board of Trustees reviews and approves the August 11, 2022 regular meeting minutes and the August 22, 2022 called meeting minutes.

ATTACHMENTS: Minutes from the August 11 and the August 22, 2022 called board meetings.

SUBMITTED BY: Theresa Hutchison, Executive Assistant to the President

**WEATHERFORD COLLEGE
BOARD OF TRUSTEES
MINUTES OF REGULAR MEETING
August 11, 2022**

The Weatherford College Board of Trustees met in regular session at 2:00 p.m., Thursday, August 11, 2022, in the Community Room of the Emerging Technologies and Workforce Building. Board Chair Mr. Mac Smith called the meeting to order. Other trustees present were Vice-Chair Dan Carney, Dr. Trev Dixon, G.B. Bailey, Doug Dowd, Secretary Lela Morris and Dr. Robert Marlett. Ms. Judy McAnally was absent. Brent Baker gave the invocation and the Pledge of Allegiance was recited.

Call to Order,
Invocation and
Pledge of Allegiance

There were no participants in Public Comment.

Public Comment

President Tod Allen Farmer submitted the following recognitions and employee notices:

President's Report

a. Recognitions –

- Shanna Mello for facilitating the funding of a \$295,050 grant for electric vehicle charging stations. Grant letters of support were received from Senator Springer and Representative King and was scored higher than any other submission. Fourteen charging stations are to be installed in the Alkek parking lot near the roundabout. Plans are also being formed for charging station installations at the Wise County Campus.
- WC workforce team recently received a JET grant for \$296,263. Grant funds are being used to purchase heavy construction equipment simulators and drones.
- Weatherford College's respiratory care program for recently receiving the President's Award for Excellence in Credentialing Success from the Commission on Accreditation for Respiratory Care in Palm Springs, California
- The St. Louis Cardinals recently selected former Weatherford College pitcher Matt Hickey in the 15th round of the Major League Baseball Draft. Hickey joins over 30 other former Coyotes who have been drafted.
- The National Junior College Athletic Association has announced its 2021-22 academic awards for teams and individual athletes who excel in the classroom. A record number of 31 Coyote athletes were named to the NJCAA All-Academic teams.

- The generous WC donors - The President's Circle was established a little over six months ago to recognize donors who have given over \$100k. In that short amount of time, five new donors were added to the President's Circle.
- b. Employment Notices –
DMAC (Local) requires the college president to provide the names of contract employees that have resigned or retired since the last board meeting. In accordance with this policy, President Farmer reported the following:
 - Bill Cooper, Police Sergeant; resigned effective 7/28/2022
 - Jessica Pugh, Upward Bound Counselor, resigned effective 8/4/2022
- c. Enrollment Update –
The system wide year-to-date enrollment is up 18.5%. As of August 9, we had 4,375 students registered compared to 3,869 at the same time last year.

Consent Agenda

A recommendation was made that the Board of Trustees approve the July 14, 2022 regular Board of Trustees minutes. *Minutes submitted by Theresa Hutchison, executive assistant to the president.*

Minutes

The cash balance as of July 31, 2022 is \$77,551,787.96. This is an increase of \$14,159,716.56 from last year at July 31, 2021. The operating statement at July 31, 2022 indicates that total revenues collected are \$74,993,160 or 98.88% of budget. Total expenditures are \$64,869,096 or 86.42% of budget. That the Board approves the financial reports ending July 31, 2022 as presented. Attached are the Cash Balance Reports and Operating Statements at July 31, 2022. *Cash Balance Reports and Operating Statements at July 31, 2022, submitted by Dr. Andra R. Cantrell, executive vice president for financial and administrative services.*

Financial Reports

Policy BD (Local) states that the dates and times for regular board meetings for the succeeding fiscal year shall be approved in August of each year. Additional called or special meetings may be set with 72 hours' notice according to Education Code 551.043. Administration recommends the following dates and times for Trustees meetings for the 2022-23 fiscal year, submitted by President Tod Allen Farmer. All regular meetings would begin at 2:00 p.m., unless the Board directs otherwise.

Future Board Meeting
Dates and Times
Policy BD (Local)

2022	2023
September 8	January 12
October 13	February 9
November 10	March 9
December 8	April 13
	May 11
	June 8
	July 13
	August 10

According to the Weatherford College Purchasing Policy 16.21 Means of Disbursement, items determined to be obsolete, surplus or unusable shall be disposed of in one of the following manners: disposal through public sale/auction, sale through the bid process, sale to salvage companies, placement in trash and E-waste recycling. Authorization to dispose of items through the above means requires approval from the Board of Trustees before disposal. Attached are the lists and pictures of recommended obsolete and surplus items to be disposed of by e-waste recycling with United Electronic Recycling, LLC through our interlocal cooperative contract with the City of Plano as well as items to be placed for sale in an online auction with Lone Star Auctioneers through our interlocal cooperative with TASB Buyboard Contract #620-20. Jeanie Hobbs, Director of Purchasing, recommends disposal of the obsolete and surplus items as requested. The recommendation was made that the Board of Trustees authorize disposal of obsolete and surplus items as presented. *Attached is the Weatherford College Obsolete and Surplus Items, submitted by Dr. Andra R. Cantrell, executive vice-President for financial & administrative affairs.*

Disposal of Obsolete and Surplus Items Through E-waste Recycling & Online Auction

The current Weatherford College Purchasing Policy 16.3 Quotations for Purchases More Than \$5,000 But Less Than \$50,000, requires Purchasing Department personnel to secure three written quotations for anticipated campus-wide collective purchases for a 12-month period for related categories. This revision to increase the Written Quotation threshold will provide greater efficiency and faster turnaround time to better serve the departments. In a survey sent to community college purchasing departments, there are eleven with \$10,000 threshold, one with \$5,000, one with \$25,000 and one with \$50,000 for Written Quotations. Jeanie Hobbs, Director of Purchasing, recommends revision of the Weatherford College Purchasing Policy requiring Written Quotations for Purchases \$5,000 and above to \$10,000 and above as requested. The recommendation was made that the Board of Trustees revise Purchasing Policy requiring Written Quotations for Purchases

Revise Purchasing Policy requiring Written Quotations for Purchases \$5,000 and Above to \$10,000 and Above to be Effective September 1, 2022

\$5,000 and Above to \$10,000 and Above effective September 1, 2022 as presented, submitted by Dr. Andra R. Cantrell, executive vice-president for financial & administrative affairs.

The Board of Trustees is asked to authorize the administration to proceed with a proposal to the Texas Higher Education Coordinating Board (THECB) and Southern Association of Colleges and Schools (SACS) for a new Associate of Applied Science Degree Program in Early Childhood Education. The Board of Trustees authorizes the administration to proceed with a proposal to the Texas Higher Education Coordinating Board (THECB) and Southern Association of Colleges and Schools (SACS) for a new Associate of Applied Science Degree Program in Early Childhood Education, submitted by Michael Endy, Vice President of Academic Services

Authorization to Proceed with Proposal of New Associate of Applied Science in Degree Program in Early Childhood Education the Texas Higher Education Coordinating Board (THECB) and Southern Association of Colleges and Schools (SACS)

Ms. Morris made the motion to approve the Consent Agenda as presented. Dr. Marlett seconded and the motion carried unanimously.

Consent Agenda
800-1
Approved

At the June 9, 2022 Board meeting, the Board gave authorization to open a revolving credit card account with Prosperity Bank with a combined \$150,000 credit limit. Prosperity Bank requires formal action from the Board to designate an administrator and a backup administrator over the Prosperity Bank credit card accounts. These individuals will have authority to call customer service or the credit card department and obtain information about the credit card account as well as sign requests to order new cards, close cards, and change credit limits of the cards. Administration recommends that Andra R. Cantrell, Executive Vice President of Financial & Administrative Services, and Lisa Simons, Controller, be appointed as the administrator and backup administrator over the Prosperity Bank credit card accounts. Mr. Bailey made the motion to appoint Andra R. Cantrell (Executive Vice President of Financial & Administrative Services) and Lisa Simons (Controller) as administrators over the Prosperity Bank credit card accounts, giving each authority to call customer service or the credit card department and obtain information about the credit card accounts as well as sign requests to order new cards, close cards, and change credit limits of the cards Mr. Dowd seconded and the motion carried unanimously.

Appointment of Prosperity Bank Credit Card Account Administrators
800-2
Approved

The Board must act to propose an ad valorem tax rate to be adopted at a called meeting on August 22, 2022. The time and place of the required hearing will be advertised as required by law. Mr. Carney made the motion that the Board

Proposal of the 2022 Ad Valorem Tax Rate and

of Trustees propose to adopt the 2022 ad valorem tax rate of \$0.122476 on August 22, 2022 and confirm the tax hearing date and time of August 22, 2022 at 12:00 p.m. in the Community Room of the Emerging Technologies and Workforce Building and, immediately following the tax hearing, to vote to approve the 2022-23 budget and 2022 proposed tax rate. Mr. Dowd seconded and the motion carried unanimously. *Attached is the Certification of Appraisal Roll; and 2022 Tax Rate Calculation Worksheet, submitted by Dr. Andra R. Cantrell, executive vice president for financial & administrative services.*

Scheduling of Public
Hearing
800-3
Approved

Mr. Dan Curlee, General Counsel, has recommended Texas Government Code Section 2258.022(a), Subsection (2) as its option in determining the general prevailing wage rate of per diem wages in the locality in which the public work is to be performed for each craft or type of worker needed to execute the contract and the prevailing wage rate for legal holiday and overtime work as determined by the United States Department of Labor in accordance with the Davis-Bacon Act (40 U.S.C. Section 276a et seq.) and its subsequent amendments, for all the construction projects whose contracts are entered into and executed between September 1, 2022 and the end of the fiscal year on August 31, 2023. Ms. Morris made the motion that the Board of Trustees approve Texas Government Code Section 2258.022(a), Subsection (2) as its option in determining the general prevailing wage rate of per diem wages as presented. Dr. Bailey seconded and the motion carried unanimously. *Attached is the Resolution Prevailing Wage Rate Determination for Fiscal Year 2022-2023 submitted by Dr. Andra R. Cantrell, Executive Vice President of Financial & Administrative Affairs.*

Determination of
Prevailing Wage on
Construction Projects
for Fiscal Year 2022-
2023
800-4
Approved

The following reports were submitted to the Board:

Reports

- a. Academic and Student Services Update submitted by Michael Endy, Vice President of Instruction and Student Services
- b. Annual Testing Report submitted by Gwen Crabtree, Director of Testing
- c. Recycling Report presented by Professor Lauren Tidwell
- d. Respiratory Care Report presented by Respiratory Care Program Director Tonya Piehl

President Farmer discussed the following tentative future agenda items:

Future Agenda Items

- a. August 22, 2022 – Public Tax Hearing and Called Meeting at Noon in the Community Room of the Emerging Technologies and Workforce Building; Called Meeting to Adopt the 2022-23 budget and the 2022 Ad Valorem Tax Rate in the Community Room of the Emerging Technologies and Workforce Building.

Vice President Brent Baker made the following announcements:

Announcements

August 15	Return to Regular Office Hours
August 17	In-Service
August 22	Fall Classes Begin
August 19-21	Bye Bye Birdie, Community Musical in the Alkek Fine Arts Building
September 5	Labor Day Holiday
September 7	First Home Volleyball Game @ 6 pm in the Betty Jo Graber Gym
September 22	Presidential Annual Address & Luncheon

The Board of Trustees entered into Closed Session at 2:48 p.m. to consult with the college attorney in accordance with Government Code 551.072, to deliberate real property in accordance with Government Code 551.072, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee in accordance with Government Code 551.074,

Closed Session

The Board reconvened in Open Session at 4:05 p.m.

Open Session

No action was taken regarding real property.

Real Estate
800-5
No action

No action was taken regarding personnel matters.

Personnel Matters
800-6
Approved

At 4:05 p.m., Dr. Marlett made the motion to adjourn the meeting. Dr. Bailey seconded and the motion carried unanimously.

Motion to Adjourn
800-7
Approved

Mac Smith
Chair, Board of Trustees

Lela Morris
Secretary, Board of Trustees

**WEATHERFORD COLLEGE
BOARD OF TRUSTEES
MINUTES OF
PUBLIC TAX HEARING & CALLED MEETING**

August 22, 2022

The Weatherford College Board of Trustees met for a called meeting on Monday, August 22, 2022, at Noon in the Emerging Technologies and Workforce Building. Chair Mac Smith called the meeting to order. Other Trustees present were: G.B. Bailey, Vice-Chair Dan Carney, Doug Dowd, Judy McAnally and Secretary Lela Morris. Dr. Trev Dixon and Dr. Robert Marlett were absent Mr. Baker gave the invocation and the pledge of allegiance was recited.

Call to Order,
Invocation, and
Pledge of Allegiance

Mr. Larry Bartoli of Weatherford made comments regarding the budget and dorm concerns. Mr. Richard Heizer of Weatherford made comments regarding the tax rate setting.

Public Comment

The 2022-23 Proposed Budget was presented to the Board of Trustees on August 11, 2022. At that time revenues and expenditures totaled \$73,562,916. No changes have been made to revenues and expenditures since that time, leaving the final proposed budget unchanged at \$73,562,916. A final copy is attached for your review. Also attached are the salary structure schedules for 2022-23 for faculty, administrative/ professional staff and classified staff along with a complete listing of contractual employees. Ms. Morris made the motion to approve the proposed 2022-23 budget in the amount of \$73,562,916, the salary structure schedules for the 2022-23 fiscal year, and the employment of the contractual employees included in the proposed 2022-23 budget. Mr. Dowd seconded and the motion carried unanimously. *Attached are the following: (a) Weatherford College Proposed Budget 2022-23; (b) 2022-23 Faculty Hiring Schedule; (c) 2022-23 Administrative/Professional Pay Structure; (d) 2022-23 Classified Personnel Pay Structure; (e) 2022-23 Overload/Adjunct Pay Structure; (f) 2022-23 Stipend Pay Structure; and (g) the 2022-23 Contractual Employees Listing submitted by Dr. Andra R. Cantrell, Executive Vice President for Financial & Administrative Services.*

Adoption of 2022-23
Budget, Salary Structure
Schedules and Approval
of Contractual
Employees
801-1
Approved

There were no comments made regarding the proposed tax rate during the public hearing.

Public Hearing on
Proposed Tax Rate
by Section 26.05
of the
Texas Tax Code
801-2

As proposed on August 11, 2022, the administration is recommending a tax rate of \$0.122476 per \$100 assessed valuation for the 2022 tax year. Based upon the certified appraisal roll of \$19,914,879,443, the 2022 rate of \$0.122476 is estimated to generate \$20,289,361 in maintenance and operations tax revenue for the 2022-23 fiscal year. Mr. Dowd made the motion

Adoption of the 2022 Ad
Valorem Tax Rate of
\$0.122476
(maintenance and
operations)

to adopt the 2022 ad valorem tax rate of \$0.122476 (maintenance and operations), which is effectively a 7.36% increase above the unadjusted no-new-revenue tax rate and a 5.2% increase above the adjusted no-new-revenue tax rate.” This also includes adopting the Tax Ordinance Fixing and Levying Ad Valorem Taxes for the Weatherford College District for the Year of 2022 and for each year thereafter until otherwise provided. Ms. Morris seconded and the motion carried unanimously, submitted by Dr. Andra R. Cantrell, Executive Vice President for Financial and Administrative Services.

801-3
Approved

At 12:12 p.m., Mr. Carney made the motion to adjourn the meeting. Mr. Bailey seconded and the motion carried unanimously.

Adjourn
801-4
Approved

Mac Smith
Chairman, Board of Trustees

Lela Morris
Secretary, Board of Trustees



**Weatherford College Board of Trustees
Consent Agenda**

DATE: September 8, 2022

AGENDA ITEM #4.b.

SUBJECT: Financial Report Ending August 31, 2022

INFORMATION AND DISCUSSION: The preliminary cash balance as of August 31, 2022 is \$78,017,724.51. This is an increase of \$16,345,853.26 from last year at August 31, 2021. The operating statement at August 31, 2022 indicates that total revenues collected are \$77,296,484 or 101.91% of budget. Total expenditures are \$66,900,599 or 89.13% of budget.

RECOMMENDATION: That the Board approves the financial reports ending August 31, 2022 as presented.

ATTACHMENTS: Cash Balance Reports and Operating Statements at August 31, 2022.

SUBMITTED BY: Dr. Andra R. Cantrell, Executive Vice President for Financial & Administrative Services

**WEATHERFORD COLLEGE
PRELIMINARY CASH BALANCE REPORT
August 31, 2022**

<u>Unrestricted Funds</u>	Checking	Investments	Payroll & Petty Cash	Total
Beginning Balance	\$4,697,292.21	\$45,562,805.24	\$3,745.00	\$50,263,842.45
Deposits	\$7,229,055.19	\$23,218.36	\$0.00	\$7,252,273.55
Disbursements	-\$5,897,697.15	\$0.00	\$0.00	-\$5,897,697.15
Ending Balance	<u>\$6,028,650.25</u>	<u>\$45,586,023.60</u>	<u>\$3,745.00</u>	<u>\$51,618,418.85</u>

Unrestricted Funds:	Checking Acct	Investments	Acct Balance
Maintenance and Carter	\$6,028,650.25	\$45,586,023.60	\$51,614,673.85
Payroll	\$0.00	\$0.00	\$0.00
Petty cash	\$3,745.00	\$0.00	\$3,745.00
Sub-total	<u>\$6,032,395.25</u>	<u>\$45,586,023.60</u>	<u>\$51,618,418.85</u>
Restricted Funds:			
Scholarships & Loans	\$406,595.31	\$2,824,820.35	\$3,231,415.66
Schropshire Cap. Impr.	\$321,617.89	\$0.00	\$321,617.89
Construction	\$0.33	\$0.00	\$0.33
Debt Service	\$20,219,325.92	\$1,954,892.73	\$22,174,218.65
Interest & Sinking	\$47,053.13	\$0.00	\$47,053.13
Contingency Reserves	\$625,000.00	\$0.00	\$625,000.00
Sub-total	<u>\$21,619,592.58</u>	<u>\$4,779,713.08</u>	<u>\$26,399,305.66</u>
Grand Total	<u>\$27,651,987.83</u>	<u>\$50,365,736.68</u>	<u>\$78,017,724.51</u>

Preliminary Recap of Investments

<u>Investments</u>	<u>Current Value 8/31/2022</u>	<u>Rate</u>
<u>Prosperity Bank</u> Money Market Account	50,365,736.68	1.40%
Total Investments	<u><u>50,365,736.68</u></u>	

WEATHERFORD COLLEGE
PRELIMINARY STATEMENT OF REVENUES
August 31, 2022

	2020-2021			2021-2022			
	Amended Budget	Received 8/31/2021	% of Budget	Amended Budget	Received 8/31/2022	Balance	% of Budget
Operating Revenues							
Tuition							
In-District Resident	\$ 4,439,035	\$ 4,427,853	99.75%	\$ 4,779,591	\$ 4,940,695	\$ (161,104)	103.37%
Out-of District Resident	\$ 5,699,818	\$ 5,741,349	100.73%	\$ 6,254,122	\$ 6,648,515	\$ (394,393)	106.31%
Out-of District Resident - EC Granbury	\$ 277,437	\$ 245,470	88.48%	\$ 302,405	\$ 174,696	\$ 127,709	57.77%
Out-of District Resident - Wise County	\$ 1,790,949	\$ 1,694,072	94.59%	\$ 1,855,016	\$ 1,879,013	\$ (23,997)	101.29%
Non-Resident	\$ 668,503	\$ 679,956	101.71%	\$ 741,315	\$ 956,587	\$ (215,272)	129.04%
Differential Tuition	\$ 864,240	\$ 841,344	97.35%	\$ 867,840	\$ 1,058,575	\$ 840,224	121.98%
State Funded Continuing Education	\$ 779,800	\$ 574,601	73.69%	\$ 555,000	\$ 628,369	\$ (73,369)	113.22%
Non-State Funded Continuing Education	\$ 27,800	\$ 69,838	251.22%	\$ 21,200	\$ 68,319	\$ (47,119)	322.26%
Total Tuition	\$ 14,547,582	\$ 14,274,483	98.12%	\$ 15,376,489	\$ 16,354,770	\$ 52,678	106.36%
Fees							
General Fee	\$ 1,982,011	\$ 1,976,450	99.72%	\$ 1,957,606	\$ 2,635,855	\$ (678,249)	134.65%
Laboratory Fee	\$ 326,104	\$ 325,637	99.86%	\$ 349,723	\$ 346,495	\$ 3,228	99.08%
Total Fees	\$ 2,308,115	\$ 2,302,087	99.74%	\$ 2,307,329	\$ 2,982,350	\$ (675,021)	129.26%
Allowances and Discounts							
Bad Debt Allowance	\$ (55,000)	\$ -	0.00%	\$ (52,500)	\$ -	\$ (52,500)	0.00%
Remissions and Exemptions	\$ (1,663,999)	\$ (1,583,897)	95.19%	\$ (1,555,000)	\$ (1,615,714)	\$ 60,714	103.90%
Total Allowances and Discounts	\$ (1,718,999)	\$ (1,583,897)	92.14%	\$ (1,607,500)	\$ (1,615,714)	\$ 8,214	100.51%
Additional Operating Revenues							
Federal Grants and Contracts (Operating)	\$ 6,686,445	\$ 3,340,226	49.96%	\$ 10,224,175	\$ 7,059,531	\$ 3,164,644	69.05%
State Grants and Contracts	\$ 5,524	\$ 25,490	461.44%	\$ 111,245	\$ 435,983	\$ (324,738)	391.91%
Non-Governmental Grants	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Local Grants & Contracts	\$ 3,518,100	\$ 3,553,446	101.00%	\$ 3,541,279	\$ 3,517,475	\$ 23,804	99.33%
Sales & Services of Educational Activities	\$ 105,000	\$ 44,901	42.76%	\$ 50,500	\$ 59,542	\$ (9,042)	117.90%
Investment income - Program Restricted	\$ 48,750	\$ 42,606	87.40%	\$ 54,750	\$ 46,288	\$ 8,462	84.54%
Other Operating Revenues	\$ 315,000	\$ 724,501	230.00%	\$ 394,000	\$ 485,032	\$ (91,032)	123.10%
Total Additional Operating Revenues	\$ 10,678,819	\$ 7,731,171	72.40%	\$ 14,375,949	\$ 11,603,850	\$ 2,772,099	80.72%
Auxiliary Income							
Bookstore	\$ 158,733	\$ 128,307	80.83%	\$ 140,864	\$ 171,829	\$ (30,965)	121.98%
Cafeteria	\$ 781,500	\$ 645,457	82.59%	\$ 650,000	\$ 803,536	\$ (153,536)	123.62%
Dormitory	\$ 1,113,340	\$ 1,059,402	95.16%	\$ 1,036,440	\$ 1,253,668	\$ (217,228)	120.96%
Intercollegiate Athletics	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Student Services	\$ 250,000	\$ 226,746	90.70%	\$ 227,988	\$ 224,468	\$ 3,520	98.46%
Carter Agricultural Center	\$ 42,500	\$ 2,062,201	4852.24%	\$ 27,000	\$ 26,896	\$ 104	99.62%
Total Auxiliary Enterprises	\$ 2,346,073	\$ 4,122,112	175.70%	\$ 2,082,292	\$ 2,480,396	\$ (398,104)	119.12%
Total Operating Revenues	\$ 28,161,590	\$ 26,845,956	95.33%	\$ 32,534,559	\$ 31,805,652	\$ 1,759,866	97.76%
Non-Operating Revenues							
State Appropriations							
Education and General State Support	\$ 9,059,678	\$ 9,030,945	99.68%	\$ 8,925,333	\$ 8,925,334	\$ (1)	100.00%
State Group Insurance	\$ -	\$ 1,729,422	100.00%	\$ -	\$ 1,745,710	\$ (1,745,710)	100.00%
State Retirement Matching	\$ -	\$ 640,570	100.00%	\$ -	\$ 652,269	\$ (652,269)	100.00%
State Appropriations-Other	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Professional Nursing Shortage Reduction	\$ 155,452	\$ 292,751	188.32%	\$ 155,452	\$ 153,243	\$ 2,209	98.58%
Total State Appropriations	\$ 9,215,130	\$ 11,693,688	126.90%	\$ 9,080,785	\$ 11,476,557	\$ (2,395,772)	126.38%
Maintenance Ad Valorem Taxes-Parker County	\$ 17,549,994	\$ 18,034,081	102.76%	\$ 19,864,125	\$ 20,418,346	\$ (554,221)	102.79%
Debt Service Ad Valorem Taxes	\$ 594,200	\$ 685,057	115.29%	\$ 597,400	\$ 594,831	\$ 2,569	99.57%
Federal Grants and Contracts (Non-Operating)	\$ 8,294,090	\$ 7,205,800	86.88%	\$ 11,987,997	\$ 11,067,960	\$ 920,037	92.33%
Lost Revenue Reimbursement	\$ -	\$ 1,629,463	100.00%	\$ -	\$ 1,125,776	\$ (1,125,776)	100.00%
Gifts	\$ 404,501	\$ 1,350,053	333.76%	\$ 591,504	\$ 662,770	\$ (71,266)	112.05%
Investment Income	\$ 225,000	\$ 104,613	46.49%	\$ 125,000	\$ 144,592	\$ (19,592)	115.67%
Contributions in Aid of Construction	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Total Non-Operating Revenue	\$ 36,282,915	\$ 40,702,754	112.18%	\$ 42,246,811	\$ 45,490,832	\$ (3,244,021)	107.68%
Budgeted Transfers	\$ 1,235,229	\$ -	-100.00%	\$ 1,064,934	\$ -	\$ 1,064,934	-100.00%
TOTAL	\$ 65,679,734	\$ 67,548,710	102.85%	\$ 75,846,304	\$ 77,296,484	\$ (419,221)	101.91%

WEATHERFORD COLLEGE
PRELIMINARY STATEMENT OF EXPENDITURES
August 31, 2022

	2020-2021			2021-2022			
	Amended Budget	Expended 8/31/2021	% of Budget	Amended Budget	Expended 8/31/2022	Balance	% of Budget
Operating Expenses							
Unrestricted							
Instruction	\$ 15,872,504	\$ 15,690,759	98.85%	\$ 15,583,493	\$ 15,937,452	\$ (353,959)	102.27%
Public Service	\$ 14,860	\$ 11,588	77.98%	\$ 740,869	\$ 182,654	\$ 558,215	24.65%
Academic Support	\$ 4,130,798	\$ 3,691,649	89.37%	\$ 4,153,384	\$ 3,864,886	\$ 288,498	93.05%
Student Services	\$ 2,493,826	\$ 2,398,095	96.16%	\$ 2,587,205	\$ 2,045,539	\$ 541,666	79.06%
Institutional Support	\$ 9,736,444	\$ 8,691,620	89.27%	\$ 10,119,938	\$ 8,659,891	\$ 1,460,047	85.57%
Operation & Maint. of Plant	\$ 9,806,466	\$ 6,854,162	69.89%	\$ 7,946,845	\$ 6,061,918	\$ 1,884,927	76.28%
Scholarships and Fellowships	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Staff Benefits	\$ 675,000	\$ 625,271	92.63%	\$ 725,000	\$ 662,465	\$ 62,535	91.37%
Total Unrestricted Educational Activities	\$ 42,729,898	\$ 37,963,142	88.84%	\$ 41,856,734	\$ 37,414,806	\$ 4,441,928	89.39%
Restricted							
Instruction	\$ 245,333	\$ 356,804	145.44%	\$ 424,729	\$ 305,515	\$ 119,214	71.93%
Public Service	\$ -	\$ 2,556	100.00%	\$ 3,000	\$ 6,327	\$ (3,327)	210.89%
Academic Support	\$ -	\$ 6,221	100.00%	\$ 15,529	\$ 2,845	\$ 12,684	18.32%
Student Services	\$ 4,945,662	\$ 2,984,843	60.35%	\$ 8,744,163	\$ 6,300,882	\$ 2,443,281	72.06%
Institutional Support	\$ 5,524	\$ -	0.00%	\$ 6,245	\$ 1,009	\$ 5,236	16.16%
Operation & Maint. of Plant	\$ -	\$ -	0.00%	\$ -	\$ -	\$ -	0.00%
Scholarships and Fellowships	\$ 10,452,008	\$ 9,324,076	89.21%	\$ 14,540,466	\$ 13,551,237	\$ 989,229	93.20%
Staff Benefits	\$ -	\$ 2,369,992	100.00%	\$ -	\$ 2,397,979	\$ (2,397,979)	100.00%
Total Restricted Educational Activities	\$ 15,648,527	\$ 15,044,492	96.14%	\$ 23,734,132	\$ 22,565,794	\$ 1,168,338	95.08%
Total Educational Activities	\$ 58,378,425	\$ 53,007,634	90.80%	\$ 65,590,866	\$ 59,980,600	\$ 5,610,266	91.45%
Auxiliary Enterprises	\$ 3,201,039	\$ 2,511,859	78.47%	\$ 3,407,989	\$ 3,044,931	\$ 363,058	89.35%
Depreciation Expense - Buildings and Land Improvements	\$ -	\$ 1,166,578	100.00%	\$ 1,166,578	\$ 1,203,924	\$ (37,346)	103.20%
Depreciation Expense - Furniture, Machinery, Vehicles, and Other Equipment	\$ -	\$ 660,689	100.00%	\$ 660,689	\$ 675,348	\$ (14,659)	102.22%
Total Operating Expenses	\$ 61,579,464	\$ 57,346,760	93.13%	\$ 70,826,122	\$ 64,904,803	\$ 5,921,319	91.64%
Non-Operating Expenses							
Expenses on Capital Related Debt	\$ 380,364	\$ 909,078	239.00%	\$ 1,686,108	\$ 2,030,190	\$ (344,082)	120.41%
Gain/Loss on Disposal of Fixed Assets	\$ (10,000)	\$ (21,890)	218.90%	\$ (15,000)	\$ (859,826)	\$ 844,826	5732.18%
Other non-operating expense	\$ -	\$ -	0.00%	\$ -	\$ (314,679)	\$ 314,679	100.00%
Other Uses of Cash							
Principal on Capital Related Debt	\$ 1,349,349	\$ 1,296,220	96.06%	\$ 1,499,565	\$ (106,770)	\$ 1,606,335	-7.12%
Capital Outlay (Non-Construction)	\$ 2,285,690	\$ 735,934	32.20%	\$ 1,065,108	\$ 1,246,881	\$ (181,773)	117.07%
TOTAL	\$ 65,584,867	\$ 60,266,102	91.89%	\$ 75,061,903	\$ 66,900,599	\$ 8,161,304	89.13%



**Weatherford College Board of Trustees
Consent Agenda**

DATE: September 8, 2022

AGENDA ITEM #4.c.

SUBJECT: Quarterly Investment Report

INFORMATION AND DISCUSSION: As required by Government Code 2256.005, the investment officer shall prepare and submit to the Board a written report of investment transactions for all funds covered by the Public Funds Investment Act. This report is submitted to the Board on a quarterly basis, within a reasonable time after the end of the period. Attached you will find a Report of Investments for the period ending August 31, 2022.

RECOMMENDATION: That the Board of Trustees approve the Report of Investments at August 31, 2022.

ATTACHMENTS: Report of Investments at August 31, 2022.

SUBMITTED BY: Dr. Andra R. Cantrell, Executive Vice President for Financial & Administrative Services

**WEATHERFORD COLLEGE
PRELIMINARY REPORT OF INVESTMENTS
August 31, 2022**

	<u>Money Market</u>	<u>CD's</u>	<u>Total</u>
Unrestricted	\$ 44,175,031.59	\$ -	\$ 44,175,031.59
Restricted	2,824,820.35	-	2,824,820.35
Carter Endowment	1,410,992.01	-	1,410,992.01
Plant Retirement Indebtedness	<u>1,954,892.73</u>	<u>-</u>	<u>1,954,892.73</u>
	<u>\$ 50,365,736.68</u>	<u>-</u>	<u>\$ 50,365,736.68</u>

The investment of Weatherford College's funds as described above is in compliance with the investment policy and strategy of Weatherford College.

Dr. Tod Allen Farmer
President

Dr. Andra R. Cantrell
Executive V.P. for Financial and Administrative Affairs

WEATHERFORD COLLEGE
PRELIMINARY REPORT OF INVESTMENTS
August 31, 2022

Investment	Number	Closing Balance May 31, 2022	Closing Balance August 31, 2022	Changes in Current Value	Opening Date	Maturity Date	Interest Rate
Money Market Accounts							
Prosperity Bank							
Unrestricted	218082740	44,115,385.33	44,175,031.59	59,646.26	09/25/18		1.40%
Total Unrestricted		\$ 44,115,385.33	\$ 44,175,031.59	\$ 59,646.26			
Restricted	218082740	2,821,124.25	2,824,820.35	3,696.10	09/25/18		1.40%
Total Restricted		\$ 2,821,124.25	\$ 2,824,820.35	\$ 3,696.10			
Carter Endowment	218082740	1,410,992.01	1,410,992.01	-	09/25/18		1.40%
Total Carter Endowment		\$ 1,410,992.01	\$ 1,410,992.01	\$ -			
Plant Retirement Indebtedness	218082740	1,952,334.89	1,954,892.73	2,557.84			
Total Plant Retirement Indebtedness		\$ 1,952,334.89	\$ 1,954,892.73	\$ 2,557.84			
Total All Money Market Accounts		\$ 50,299,836.48	\$ 50,365,736.68	\$ 65,900.20			
Certificates of Deposit							
Prosperity Bank							
Unrestricted	203000085	-	-	-	09/28/18	03/27/20	2.00%
Total Unrestricted		\$ -	\$ -	\$ -			
Restricted	203000085	-	-	-	09/28/18	03/27/20	2.00%
Total Restricted		\$ -	\$ -	\$ -			
Carter Endowment	203000085	-	-	-	09/28/18	03/27/20	2.00%
Total Carter Endowment		\$ -	\$ -	\$ -			
Plant Retirement Indebtedness	203000085	-	-	-	09/28/18	03/27/20	2.00%
Total Plant Retirement Indebtedness		\$ -	\$ -	\$ -			
Total All Certificates of Deposit		\$ -	\$ -	\$ -	09/28/18	03/27/20	2.00%
TOTAL INVESTMENTS		\$ 50,299,836.48	\$ 50,365,736.68	\$ 65,900.20			



**Weatherford College Board of Trustees
Consent Agenda**

DATE: September 8, 2022

AGENDA ITEM #4. d.

SUBJECT: Amendment to the 2022-23 Tuition and Fees Schedule Effective for Spring 2023

INFORMATION AND DISCUSSION: At the March 10, 2022 Board meeting, the 2022-23 Tuition and Fees were approved by the Board. There are two course fees that were not included in the original 2022-23 Tuition and Fees schedule that we need to have approved prior to the beginning of the Spring 2023 registration process. Attached is the amended 2022-23 Tuition and Fees Schedule that lists the additional fees shown in red on page 3.

RECOMMENDATION: That the Board approves the amendment to the 2022-23 Tuition and Fees schedule to be effective prior to the beginning of the Spring 2023 registration process.

ATTACHMENTS: Revised Tuition & Fees, Miscellaneous Charges & Course Fee Changes for Fiscal Year 2022-2023.

SUBMITTED BY: Dr. Andra R. Cantrell, Executive Vice President for Financial & Administrative Services

Weatherford College
Revised Tuition & Fees, Miscellaneous Charges & Course Fee Changes
Fiscal Year 2022-2023
(Changes in Red)

		2022-2023	2021-2022	Difference	% Change
Tuition & Fees					
In District	per credit hour	\$109.00	\$102.00	\$7.00	7%
Out of District	per credit hour	\$185.00	\$170.00	\$15.00	9%
Out of District -Wise	per credit hour	\$139.00	\$129.00	\$10.00	8%
Out of District - ECG	per credit hour	\$171.00	\$157.00	\$14.00	9%
Out of State	per credit hour	\$262.00	\$240.00	\$22.00	9%
Dual Credit Pilot Program	per credit hour	\$50.00	\$50.00	\$0.00	0%
Institutional Enrichment Fee	per credit hour	\$25.00	\$20.00	\$5.00	25%

Tuition Differential					
Associate Degree Nursing	per credit hour	\$100.00	\$100.00	\$0.00	0%
RN-to-BSN	per credit hour	\$100.00	\$100.00	\$0.00	0%
Occupational Therapy Assistant	per credit hour	\$60.00	\$60.00	\$0.00	0%
Physical Therapist Assistant	per credit hour	\$60.00	\$60.00	\$0.00	0%
Radiologic Technology	per credit hour	\$60.00	\$60.00	\$0.00	0%
Respiratory Care	per credit hour	\$40.00	\$40.00	\$0.00	0%
Diagnostic Medical Sonography	per credit hour	\$60.00	\$60.00	\$0.00	0%
Vocational Nursing	per credit hour	\$40.00	\$40.00	\$0.00	0%
Phlebotomy Technology	per credit hour	\$20.00	\$20.00	\$0.00	0%
Cosmetology	per credit hour	\$20.00	\$0.00	\$20.00	100%
Welding Technology	per credit hour	\$20.00	\$0.00	\$20.00	100%

Workforce Continuing Education					
Contract Training Tuition	per hour	\$0 - \$750.00	\$0 - \$750.00	\$0.00	0%
Per Course Tuition	per hour	\$0 - \$100.00	\$0 - \$100.00	\$0.00	0%

Miscellaneous Charges					
Inclusive Access Textbook Charge (Day One Access) <i>(to begin with the May 2022 mini semester)</i>		Varies by course and publisher <i>(see attached prices for pilot programs)</i>			

Testing Center					
Accuplacer Test (formerly Compass Test)		\$25.00	\$25.00	\$0.00	0%
ADN-A&P and Microbiology Test		\$30.00	\$30.00	\$0.00	0%
CLEP Test		\$15.00	\$15.00	\$0.00	0%
Community Service Proctor Fee		\$25.00	\$25.00	\$0.00	0%
HESI A2 Testing Fee		\$55.00	\$55.00	\$0.00	0%
TCFP Test (formerly State Fire Certification Test)		\$25.00	\$25.00	\$0.00	0%
TCOLE Test (formerly TCLEOSE Test)		\$25.00	\$25.00	\$0.00	0%
TEAS Test		\$85.00	\$80.00	\$5.00	6%
TSI Assessment Test		\$25.00	\$25.00	\$0.00	0%

Other Miscellaneous Non-Instructional and Incidental Fees					
Return Payment Service Charge		\$25.00	\$25.00	\$0.00	0%
TouchNet Payment Plan Charge		\$25.00	\$25.00	\$0.00	0%
Student Print/Copier charge					
B&W per page		\$0.10	\$0.10	\$0.00	0%
Color per page		\$0.15	\$0.15	\$0.00	0%
Fax Charges (per fax, unlimited pages)		\$2.00	\$2.00	\$0.00	0%
Three-Peat Fee (per semester hour)		\$50.00	\$50.00	\$0.00	0%
Coyote Card Replacement (per replacement)		\$10.00	\$10.00	\$0.00	0%

	2022-2023	2021-2022	Difference	% Change	
Student Affairs					
International Processing Fee	\$50.00	\$50.00	\$0.00	0%	
Learning Resource Center					
Library - Overdue Item	per day	\$0.25	\$0.25	\$0.00	0%
Maximum		\$15.00	\$15.00	\$0.00	0%
Library - Lost Item Processing Fee		\$20.00	\$20.00	\$0.00	0%
Library - Lost Item Replacement Fee	Current market price	\$0.00	Varies	Varies	
Campus Police					
Parking Permits (Weatherford, Mineral Wells and Wise County campuses)					
Fall		\$30.00	\$30.00	\$0.00	0%
Spring		\$30.00	\$30.00	\$0.00	0%
Summer		\$30.00	\$30.00	\$0.00	0%
Parking Fines (per offense)					
Failure to display registration permit		\$15.00	\$15.00	\$0.00	0%
Parking in a no park zone		\$15.00	\$15.00	\$0.00	0%
Parking in a faculty/staff only		\$25.00	\$25.00	\$0.00	0%
Parking in a handicap space		\$50.00	\$50.00	\$0.00	0%
Parking in a crosswalk/fire lane		\$25.00	\$25.00	\$0.00	0%
Parking in a 15-minute zone		\$15.00	\$15.00	\$0.00	0%
Not parking wholly within lines		\$15.00	\$15.00	\$0.00	0%
Other		\$15.00	\$15.00	\$0.00	0%
Room and Board Charges					
Per Semester Charges:					
1&2 Bedroom (per room)		\$2,485.00	\$2,510.00	-\$25.00	-1.00%
4 bedroom (per room)		\$2,260.00	\$2,285.00	-\$25.00	-1.09%
10 meal plan (including sales tax)		\$1,360.00	\$1,335.00	\$25.00	1.87%
19 meal plan (including sales tax)		\$1,575.00	\$1,550.00	\$25.00	1.61%
Non Semester Charges:					
Nightly Rate for Residential Students Staying During Winter Break, May Mini, Summer I or II		\$25.00	\$25.00	\$0.00	0%
Nightly Rate for Summer Guests and Groups		\$25.00	\$25.00	\$0.00	0%
Housing - Lost Slide Key		\$50.00	\$50.00	\$0.00	0%
Housing - Lost Bedroom Key		\$100.00	\$100.00	\$0.00	0%
Lease Termination Fee		\$1,000.00	\$1,000.00	\$0.00	0%
Dorm Deposit		\$250.00	\$250.00	\$0.00	0%

Course Fee Changes				
Course ID	Lab Fee	Assessment Fee	Incidental Fee	Explanation
CSME 1401			\$500.00	Increase Kit Fee from \$400 to \$500 for increase in supply costs
CSME 2501			\$500.00	Increase Kit Fee from \$400 to \$500 for increase in supply costs
ITCC 1344	\$24.00			Lab Fee for new course
ITDF 1300	\$24.00			Lab Fee for new course
ITSC 1316	\$24.00			Existing course needs Lab Fee
ITSE 1345	\$24.00			Lab Fee for new course
ITSE 2310	\$24.00			Lab Fee for new course
ITSE 2354	\$24.00			Lab Fee for new course
ITSY 1342	\$24.00			Lab Fee for new course
ITSY 2300	\$24.00			Lab Fee for new course
ITSY 2301	\$24.00			Lab Fee for new course
ITSY 2330	\$24.00			Lab Fee for new course
ITSC 2325	\$24.00			Lab Fee for new course
ITSY 2341	\$24.00			Lab Fee for new course
ITSY 2342	\$24.00			Lab Fee for new course
ITSY 2343	\$24.00			Lab Fee for new course
WLDG 1200	\$24.00		\$300.00	Lab & Supply Fee for welding supplies provided for students
WLDG 1202	\$24.00		\$300.00	Lab & Supply Fee for welding supplies provided for students
WLDG 1204	\$24.00		\$300.00	Lab & Supply Fee for welding supplies provided for students
WLDG 1206	\$24.00		\$300.00	Lab & Supply Fee for welding supplies provided for students
WLDG 1307	\$24.00		\$300.00	Lab & Supply Fee for welding supplies provided for students
WLDG 1313	\$24.00		\$300.00	Lab & Supply Fee for welding supplies provided for students
WLDG 1317	\$24.00		\$300.00	Lab & Supply Fee for welding supplies provided for students
WLDG 1327	\$24.00		\$300.00	Lab & Supply Fee for welding supplies provided for students
VNSG 1400		\$334.00		Assessment fee increase from \$296 to \$334 due to increased cost from vendor
VNSG 1509		\$334.00		Assessment fee increase from \$259 to \$334 due to increased cost from vendor
VNSG 2510		\$334.00		Assessment fee increase from \$185 to \$334 due to increased cost from vendor
VTHT 1301			\$400.00	Rabies vaccination fee (begins Spring 2023)
VTHT 2205			\$400.00	Rabies vaccination fee (begins Spring 2023)



**Weatherford College Board of Trustees
Consent Agenda**

DATE: September 8, 2022

AGENDA ITEM: 4.e.

SUBJECT: Renewal of DIR-TSO-4288 Contract for Enhanced Cybersecurity Monitoring Service

INFORMATION AND DISCUSSION: Weatherford College Technology Services has a current contract for network security monitoring with Secureworks, Inc. through their approved reseller Carahsoft Technology Corp under DIR-TSO-4288 contract. The cost of the contract for the period September 1, 2022 – August 31, 2023 is \$147,132.00.

To comply with requirements for all products and services of \$50,000.00 or more to be approved by the Board of Trustees and after evaluation and review, Dr. Priscilla Parsons, Executive Director of Technology Services and Mrs. Jeanie Hobbs, Director of Purchasing, recommend approval of this purchase for the total cost of \$147,132.00.

RECOMMENDATION: The Board of Trustees approve DIR-TSO-4288 Contract for Enhanced Cybersecurity Monitoring Service with Carahsoft Technology Corp (Secureworks reseller) for period of September 1, 2022 through August 31, 2023.

ATTACHMENTS: Price quotation from Carahsoft Technology Corp (Secureworks reseller)

SUBMITTED BY: Dr. Andra R. Cantrell, Executive Vice-President of Financial & Administrative Affairs

GOVERNMENT - PRICE QUOTATION



CARAHSOFT TECHNOLOGY CORP



11493 SUNSET HILLS ROAD | SUITE 100 | RESTON, VIRGINIA 20190
 PHONE (703) 871-8500 | FAX (703) 871-8505 | TOLL FREE (888) 66CARAH
 WWW.CARAHSOFT.COM | SALES@CARAHSOFT.COM

TO: Kendall Wessel
 Network Operations Director
 Weatherford College
 225 College Park Drive
 Weatherford, TX 76086

FROM: Hannah Savignac
 Carahsoft Technology Corp.
 11493 Sunset Hills Road
 Suite 100
 Reston, Virginia 20190

EMAIL: kwessel@wc.edu

EMAIL: Hannah.Savignac@carahsoft.com

PHONE: (817) 598-6364

PHONE: (571) 662-4367

FAX: (703) 871-8505

TERMS: DIR Contract No. DIR-TSO-4288
 Expiration Date: February 21, 2025
 FTIN: 52-2189693
 Shipping Point: FOB Destination
 Credit Cards: VISA/MasterCard/AMEX
 Remit To: Same as Above
 Payment Terms: Net 30 (On Approved Credit)
 Texas VID#: 1522189693700
 Sales Tax May Apply

QUOTE NO: 34279956
QUOTE DATE: 08/04/2022
QUOTE EXPIRES: 09/03/2022
RFQ NO:
SHIPPING: ESD
TOTAL PRICE: \$147,132.00

TOTAL QUOTE: \$147,132.00

*9/1/22-8/31/23



**Weatherford College Board of Trustees
Consent Agenda**

DATE: September 8, 2022

AGENDA ITEM: #4. f.

SUBJECT: Consideration and Possible Action: Implementation of the National Incident Management System (NIMS)

INFORMATION AND DISCUSSION: Anthony Bigongiari, WC Police Department chief, has requested that the board formally adopt the National Incident Management System (NIMS).

NIMS is a set of uniform processes and procedures that entities at all levels of government are required to use in responding to emergencies. This is also recommended by the Texas School Safety Center.

RECOMMENDATION: That the board adopt the National Incident Management System.

ATTACHMENTS: NIMS Implementation Activities

SUBMITTED BY: Brent Baker, Vice President of Institutional Advancement

NIMS IMPLEMENTATION ACTIVITIES FOR SCHOOLS AND HIGHER EDUCATION INSTITUTIONS

NIMS uses a core set of concepts, principles, procedures, processes, standards, and terminology that may all be integrated with school emergency management practices. The collective use of NIMS across *all* local incident response agencies, including K-12 schools and higher education institutions (HEIs), and disciplines creates a common operating picture, promoting mutual goals and responsibilities, and ultimately, more efficient and effective response services. Furthermore, in the event of a large-scale incident crossing multiple jurisdictions and disciplines, NIMS unites all response teams across all of the participating jurisdictions and facilitates effective and appropriate assistance from outlying communities when needed based on the size and complexity of the incident.

For more information on NIMS see the REMS TA Center publication, *ERCME* Express “*National Incident Management System*” accessible at <http://rems.ed.gov/views/documents/NIMS.pdf>

NIMS COMPLIANCE FOR SCHOOLS AND HEIS

All K-12 schools and HEIs — urban, suburban, and rural; large and small — receiving Federal preparedness monies through the U.S. Department of Education (ED), the U.S. Department of Homeland Security (DHS), and/or the U.S. Department of Health and Human Services (HHS) are required to support the implementation of NIMS. For example, award recipients of ED’s Readiness and Emergency Management for Schools (REMS) and Emergency Management for Higher Education (EMHE) grants are required to implement, in conjunction with community partners, identified NIMS compliance activities. Furthermore, many State and local jurisdictions are requiring schools to complete these activities to ensure greater communication between community partners and schools as well as to provide for more efficient responses to school-based incidents. Because all schools and HEIs are integral components of every community and its government, DHS and ED recommend all schools and HEIs – regardless of whether they are recipients of Federal preparedness funds – implement NIMS.

U.S. Department of Education’s *NIMS Implementation Activities for Schools and Higher Education Institutions* outlines those actions schools must take in order to 1.) Fulfill NIMS compliance requirements; 2.) Integrate NIMS into the educational setting; and 3.) Connect schools and campuses to their community partners. ED has identified those NIMS implementation activities that match the unique role of schools in a community, its needs, and its functions as response agents along the chain of command. Therefore, the following activities are required for schools to support the implementation of NIMS and be compliant.

Although school and HEI officials are not tasked to be highly-trained, first-response, emergency management personnel, they play a vital role in the process; schools provide critical command and management directives in advance of a first response agency’s arrival. Additionally, NIMS benefits the whole community and, in order to be effective, relies on all community agencies’ implementation. Therefore, school adoption of NIMS and completion of *NIMS Implementation*

Activities for K-12 Schools and Higher Education Institutions mutually benefits schools, its partners, and the greater community.

NIMS is applicable and suitable for all K-12 schools and HEIs — those in rural and urban settings, large and small, and those using traditional, alternative, and charter models as well as for local education agencies (LEAs), State education agencies (SEAs), regional, and intermediate units operating the schools. Building from the already established interdependent roles of government and schools, the NIMS goals are achieved through partnerships with community partners (e.g., local government officials, fire and rescue officials, emergency medical service providers, law enforcement, and public and mental health personnel.)

SCHOOL AND HIGHER EDUCATION EMERGENCY MANAGEMENT

Each school day, our nation's schools, administrators, teachers, and staff are entrusted to provide a safe and healthy learning environment for more than 55 million elementary and secondary students. Additionally, more than 15 million students attend postsecondary degree-granting institutions in the United States annually. To protect students, staff, and visitors day-to-day as well as in the event of an emergency, schools and HEIs should work with local government and community emergency response agencies in advance of any potential emergencies.

Each year, natural threats and risks such as weather-related events (e.g., wild fires, hurricanes) and public health threats (e.g., Methicillin-resistant *Staphylococcus aureus*, [MRSA]) and even food-borne incidents can threaten the entire school or campus community. Schools and HEIs are not immune from accidents, intruders, crime, acts of violence, or the impacts of events taking place in the surrounding community. Schools and HEIs can take steps, in collaboration with their local government and community partners, to prevent and mitigate potential incidents as well as to prepare for, respond to, and recover from those that are unavoidable.

Schools and HEIs are tasked with providing a safe environment for teaching and learning, and therefore, must be integrated with the local, State, tribal, and Federal agencies who contribute to the well-being, health, safety, and security of the whole community. Lessons learned from recent school incidents (on K-12 and HEI campuses alike) show that school officials *and* first responders must both be knowledgeable and be trained to implement pre-established practices and procedures. If a school-based incident occurs, school personnel are the immediate responders — they provide first-aid, notify community response partners, and give command and management directives — all in advance of first response arrival.

School and campus staff members must be ready — ready to provide immediate and effective response, ready to transfer command to the local response agency's lead, and ready to work with the response agencies and teams. This readiness promotes safety and efficiency as well as increases the likelihood that the specific objectives of the incident are achieved. School and HEI officials and community officials should continually prepare and practice a seamless, coordinated response using the standard Federal terminology and approach to incident management; school and HEI officials should use National Incident Management System (NIMS).

NIMS IMPLEMENTATION ACTIVITIES FOR SCHOOLS

NIMS is the United States' single, comprehensive system for managing domestic incidents and is suitable for *all* schools and educational institutions to implement throughout all phases of school emergency management: 1) Prevention-Mitigation; 2) Preparedness; 3) Response; and 4) Recovery. NIMS was established March 1, 2004, following the Homeland Security Presidential Directive-5 (HSPD-5) Management of Domestic Incidents.¹ NIMS puts forth one comprehensive approach and builds a structure for private and public entities including Federal, State, territory, tribal and local jurisdictions to effectively, and collaboratively manage incidents. NIMS was designed to include State, regional, and local educational entities.

NIMS uses a core set of concepts, principles, procedures, processes, standards, and terminology that all may be integrated with school emergency management practices. The collective use of NIMS across *all* local incident response agencies (including K-12 schools and HEIs) and disciplines creates a common operating picture, promoting mutual goals and responsibilities, and ultimately, a more efficient and effective response. Furthermore, in the event of a large-scale incident crossing multiple jurisdictions and disciplines, NIMS is critical. In this scenario, the common use of NIMS unites all the response teams from all of the participating jurisdictions. The systematic approach of NIMS facilitates effective and appropriate assistance from outlying communities when needed based on the size and complexity of the incident.

School implementation of NIMS formalizes many of the partnerships, procedures, and activities already taking place at schools and on campuses around the nation. By fulfilling the *NIMS Implementation Activities for Schools and HEIs*, educational entities will become compliant; formalizing existing effective practices; and be stronger in the event of an emergency incident. The *NIMS Implementation Activities for Schools and HEIs* identifies those NIMS items schools should fulfill in close coordination with their community partners. Fulfilling NIMS implementation activities is a process for which schools may take steps to accomplish over time with their partners.

¹The Homeland Security Presidential Directive (HSPD) 5, Management of Domestic Incidents is accessible at <http://www.whitehouse.gov/news/releases/2003/02/20030228-9.html>



Weatherford College Board of Trustees

DATE: September 8, 2022

AGENDA ITEM #5

SUBJECT: Consideration and Possible Action: Proposals on Betty Jo Graber Gym Re-Roofing Project #RFP-01-23

INFORMATION AND DISCUSSION: On August 23, 2022, Weatherford College received eight proposals from contractors on the requested Betty Jo Graber Gym Re-Roofing Project. Alto Vista Roofing Inc., CS Advantage USAA Inc., D&G Quality Roofing, JJ Red Commercial Roofing LLC, Longhorn Commercial Roofing LLC, Progressive Roofing, Restore Masters LLC and Wrangler Roofing Inc. all provided proposals based on the specifications prepared by Hahnfeld Hoffer Stanford architects.

The proposals are being reviewed and will be evaluated based on the established criteria and relative weights by Dr. Andra Cantrell, Executive Vice-President of Financial & Administrative Affairs; Jon Stark, Facilities Manager with CBRE and Eric Hahnfeld, Architect with Hahnfeld Hoffer Stanford.

RECOMMENDATION: A recommendation will be forthcoming to you by the board meeting.

ATTACHMENTS: Forthcoming of the September 8, 2022 Board meeting

SUBMITTED BY: Dr. Andra R. Cantrell, Executive Vice President for Financial & Administrative Services



Weatherford College Board of Trustees

DATE: September 8, 2022

AGENDA ITEM# 6.a.

SUBJECT: Academic and Student Services Update

INFORMATION AND DISCUSSION:

Pathways:

WC is exploring a partnership with printing industry leader, Xerox, called the Xerox Digital Career Pathway Program. The program presents training opportunities in the professional printing industry and the possibility for the College to have an in-house printing production center.

Perkins:

Dean Janetta Kruse and her team successfully completed the Perkins Basic Grant application, resulting in Grant funding in the amount of \$259,035 for the 2022-2023 academic year. The Perkins funds cover equipment, professional development, and student support services for technical programs and students.

NSF IMAT Grant: Courses offered, beginning this fall, will serve to complete the grant requirements while starting students on the pathway to Automation and Robotics certificate and degree completions.

JET Grant Drone Training: WC completed the first 4D mapping drone operations program. Students are preparing for FAA Part 107 licensure and workplace entry.

Numbers with Heart:

Debbie Alexander (Executive Assistant to the Vice-President of Academic Services), Dana Orban (Dual Credit Specialist), Diane Slocum (Switchboard Operator), Linda Hutton (Project Management Coordinator), Melissa Butler (Administrative Assistant, Student Services), Jolanda Sillemo (Document Processing Specialist), and Adam Finley (Executive Dean, Enrollment Management and Registrar) went above and beyond to help process student applications and incoming transcripts while managing their traditional workloads. This effort included hours in the evenings and on weekends. They (along with others during regular work hours) processed 1,850 student applications and 1,384 electronic transcripts between June 1 and August 25. Those seven as a group processed 1,663 of those applications. That effort contributed to the College's 4% increase in enrollment to date compared to last fall.

For the college's inaugural "Move-In Days" where WC employees and others aided students moving into Coyote Village, more than fifteen faculty, staff, and administrators volunteered on various days



during the week despite an already busy work schedule. Eighteen members of the volleyball and three of the men's basketball team helped. Additionally, there were volunteers from Northside Baptist Church and C2 (College Ministries). In total, over the course of four days 43 people volunteered their time and strong backs to help those students and their parents.

On the first two days of classes more than twenty faculty, staff, and administrators stood out in the pouring rain and sweltering humidity to help students find their way and even walk them across campus under their umbrellas. Four different administrators in the evenings served as so-called "Deans of Darkness" to help students find their way to evening classes by staying late.

During Welcome Week there were twenty-two tables set up in the Quad. The following groups participated: Agriculture Club, Baptist Student Ministries, Dodgeball, Power Lifting, Follow Our Lead, International Student Club, Physical Therapy, Esports, Science Club, Creative Writing Club, Young Democrats, Spanish Club, Run Club, D&D Student Organization, Student Government, Multicultural Awareness, Coyote Cornhole, C2 College Ministry, National Leadership Society, Student Nurse Association, Media Club, Coyote Catholic Student Organization, Animi Club, Phi Theta Kappa, Academic Support Center, Accommodations, Serenity, Spike Ball, and Kickball.

As a result of Welcome Week, two new intramural organizations were formed and six new interest groups were formed. Twenty-six students have applied to participate in Student Government. Fifteen students showed up for the first practice of the Coyote Corn Hole Team. Ten showed up for the first E-Sports gaming in the Doss Center. Over the course of the four days of Welcome Week more than 2,000 students were fed by Student Services from tacos to chicken sandwiches as part of Welcome Week activities. Over 1,000 WC Welcome Week t-shirts were given out. On average 30-35 students are joining various student clubs and interest groups. More than 80 students showed up for free bowling at film alley. 150 students became registered voters.

The Weatherford College Cheerleading team, which already has eight members had a tryout on September 1 and eleven students showed up, which is an exceptionally high number for the college.



**Weatherford College Board of Trustees
Report**

DATE: September 8, 2022

AGENDA ITEM # 6.b.

SUBJECT: Sonography Update

INFORMATION AND DISCUSSION: Kelly Staub, Director of Imaging will give an update on the Sonography program.

ATTACHMENTS: None.

SUBMITTED BY: Kelly Staub, Director of Imaging



Future Agenda Items or Meetings:

- BI (Legal) Access and Affordability Report
- Clery Act Report
- Sealed Bids on Color & Web Printing #SB-01-23



Upcoming Events

- Sept. 20 Volleyball – WC vs. Vernon College
(Graber Athletic Center at 5:00 p.m.)
- Sept. 22 Presidential Luncheon
(Alkek Fine Arts Center at 11:50 p.m.)
- Volleyball – WC vs. Hill College
(Graber Athletic Center at 5:00 p.m.)
- Sept. 27 National Championship Rodeo Celebration
(ETW Community Room, 3rd floor at 4:00 p.m.)
- Volleyball – WC vs. Ranger College
(Graber Athletic Center at 5:00 p.m.)
- Sept. 29 WC Wise County College Night
(6:00 p.m.)
- Oct. 1 WC Alumni Rodeo
(Parker County Sheriff's Posse Arena at 7 p.m.)
- Oct. 4 Volleyball – WC vs. Cisco College
(Graber Athletic Center at 5:00 p.m.)
- Oct. 6 22nd Annual WC Foundation Golf Tournament
(Canyon West Golf Club at 9:00 a.m.)

(Continued)



Oct. 6 Volleyball – WC vs. North Central Texas College
(Graber Athletic Center at 5:00 p.m.)

Oct. 11 Volleyball – WC vs. Southwestern Christian College
(Graber Athletic Center at 5:00 p.m.)



**Weatherford College Board of Trustees
Closed Session**

DATE: September 8, 2022

AGENDA ITEM #9. a.

SUBJECT: Closed Session to Consult with College Attorney, in Accordance with Government Code 551.071

INFORMATION AND DISCUSSION: The Board of Trustees will enter into closed session to consult with the College attorney.

ATTACHMENTS: None.

SUBMITTED BY: Mac Smith, Chairman of the Board of Trustees



**Weatherford College Board of Trustees
Closed Session**

DATE: September 8, 2022

AGENDA ITEM #9. b.

SUBJECT: Deliberation of Real Property in Accordance with Government Code 551.072.

INFORMATION AND DISCUSSION: The Board may deliberate items regarding real property in accordance with Government Code 551.072.

RECOMMENDATION: None.

ATTACHMENT: None.

SUBMITTED BY: Mac Smith, Chairman of the Board of Trustees



**Weatherford College Board of Trustees
Closed Session**

DATE: September 8, 2022

AGENDA ITEM #9. c.

SUBJECT: Consideration and Possible Action: Personnel - Deliberation of Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee in accordance with Government Code 551.074.

INFORMATION AND DISCUSSION: The Board may decide to act on the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee as discussed in closed session.

RECOMMENDATION: None at this time.

ATTACHMENT: None.

SUBMITTED BY: Mac Smith, Chairman of the Board of Trustees



Weatherford College Board of Trustees

DATE: September 8, 2022

AGENDA ITEM #10

SUBJECT: Consideration and Possible Action: Deliberation of Real Property in Accordance with Government Code 551.072.

INFORMATION AND DISCUSSION: The Board may decide to act on items that include real property.

RECOMMENDATION: None.

ATTACHMENT: None.

SUBMITTED BY: Mac Smith, Chairman of the Board of Trustees



Weatherford College Board of Trustees

DATE: September 8, 2022

AGENDA ITEM #11

SUBJECT: Consideration and Possible Action: Personnel - Deliberation of Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee in accordance with Government Code 551.074.

INFORMATION AND DISCUSSION: The Board may decide to act on the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee as discussed in closed session.

RECOMMENDATION: None at this time.

ATTACHMENT: None.

SUBMITTED BY: Mac Smith, Chairman of the Board of Trustees



Weatherford College Board of Trustees

DATE: September 8, 2022

AGENDA ITEM #12

SUBJECT: Election of Board of Trustees Officers

INFORMATION AND DISCUSSION: Policy BCA Legal states that the Board will elect new officers at the first regular meeting following the election of new trustees or anytime as necessary to fill a vacancy.

The Board Officers are the Chairman, Vice Chairman, and Secretary. Policy BCA (Legal) states that the Board will have a President and Secretary, and other officers as the Board deems necessary or advisable. Past practice at Weatherford College has been to use the titles Chairman, Vice Chairman, and Secretary.

RECOMMENDATION: That the Board of Trustees elect an officer to fill possible vacancy.

ATTACHMENTS: BCA (Legal) Policy

SUBMITTED BY: Dr. Tod Allen Farmer, President

Election of Officers	Officers of the board shall be elected at the first regular meeting of the board following the regular election of members of the board in even-numbered years, or at any time thereafter in order to fill a vacancy.
President	The board shall elect one of its members as president of the board.
Secretary	The board shall elect a secretary of the board who may or may not be a member of the board.
Other Officers	The board shall be authorized to elect any other officers as deemed necessary or advisable. <i>Education Code 130.082(d)</i>