



BOARD OF TRUSTEES

Regular Board Meeting

Thursday, July 9, 2020

2:00 p.m.

***Allene Strain Community Room
Of the
Doss Student Center***

**WEATHERFORD COLLEGE
BOARD OF TRUSTEES
July 9, 2020
2 p.m.**

AGENDA

A meeting of the Board of Trustees of Weatherford College will be held on Thursday, July 9, 2020 beginning at 2 p.m. in the Allene Strain Community Room of the Doss Student Center, located at 225 College Park Drive, Weatherford, Texas, to consider and act on the following agenda:

1. Call to Order, Invocation and Pledge of Allegiance
2. Open Forum 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 June 11, 2020 Board Meeting
 - b. Financial Reports Ending June 30, 2020
 - c. Sealed Proposals for Intercollegiate Athletic Insurance #RFP-06-20
5. Consideration and Possible Action: Ratify Master Plan Contracts
6. Consideration and Possible Action: Determination of Prevailing Wage on Construction Projects for Fiscal Year 2020-2021
7. Reports:
 - a. Update on Proposed 2020-21 Budget
 - b. Guided Pathways Update/How are we doing with student success: Using numbers with heart
 - c. Demand Study Update
 - d. Vet Tech Program Update
8. Future Agenda Items or Meetings:
 - a. Proposed 2020 Tax Rate
 - b. Proposed 2020-21 Budget
 - c. Future Board Meeting Dates and Times –Policy BD (Local)
9. Announcements
10. 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

11. Consideration and Possible Action: Real Property

12. Consideration and Possible Action: Personnel Matters

13. Adjourn



Open Forum for
Individuals
Not on Agenda



President's Report

- Recognitions
- Employee Notices
- Enrollment Update



**Weatherford College Board of Trustees
Consent Agenda**

DATE: July 9, 2020

AGENDA ITEM #4.a.

SUBJECT: Minutes from the June 11, 2020 Board Meeting

INFORMATION AND DISCUSSION: None

RECOMMENDATION: That the Board of Trustees reviews and approves the minutes as presented.

ATTACHMENTS: Minutes from the June 11, 2020 Board Meeting

SUBMITTED BY: Theresa Hutchison, Executive Assistant to the President

**WEATHERFORD COLLEGE
BOARD OF TRUSTEES**

MINUTES OF REGULAR MEETING

June 11, 2020

The Weatherford College Board of Trustees met in regular session at 2:00 p.m., Thursday, June 11, 2020 in the Allene Strain Community Room of the Doss Student Center. Chairman Mac Smith called the meeting to order. Other Trustees present were Vice-Chair Sue Coody, Dr. Trev Dixon and Dr. Robert Marlett. Elaine Carter, Judy McAnally and Secretary Lela Morris were absent. Mr. Smith gave the invocation.

Call to Order,
Invocation

No one spoke in open forum.

Open Forum

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

President's Report

a. Recognitions -

- A welcome to WC Distinguished Alumnus Fred Sanders as Director of Jazz Studies. Mr. Sanders brings more than 30 years of experience in both music performance and education.
- Anna Nichols, Adam Finley, and our entire commencement committee for their work on the June 20th commencement ceremony at Kangaroo Stadium. They have put a tremendous amount of work into ensuring that the event is both safe and celebratory.

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, the following individuals have submitted resignations:

- Earl Dromgoole, Instructor of Transportation Services, resigned effective 6/13/2020
- Maxine Hanks, Director of Financial & Administrative Affairs, retired effective 8/31/2020
- Marilyn St.Clair, Instructor of Technology Services, retired effective 5/9/2020
- John Wyatt, Computer/AV Technician, retired effective 5/31/2020

President Farmer thanked them for their service and wished them the best in their future endeavors.

c. Enrollment Update –

The official Summer I session enrollment was a slight year-to-date decrease of 14 students with a total of 1,292 students enrolled on census date, and an increase of 5.48% in contact hours. We currently have a record high summer II enrollment with 870 students, a year-to-date increase of 85 students. Overall, we will be at or near record highs for both enrollment and contact hours for the combined summer sessions.

Consent Agenda

The minutes from the May 14, 2020 Board meetings were presented. *Minutes are attached.*

Minutes

The cash balance May 31, 2020 is \$44,447,271.61. This is an increase of \$2,621,966.97 from last year, May 31, 2019. The operating statement at May 31, 2020 indicates that total revenues collected are \$51,977,783 or 90.14% of budget. Total expenditures are \$41,574,897 or 72.13% of budget. *Attached are the following: Cash Balance Reports and Operating Statements for May 31, 2020. Submitted By: Dr. Andra R. Cantrell, Executive Vice President for Financial & Administrative Affairs*

Financial Reports

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 May 31, 2020. The recommendation is that the Board of Trustees approve the Report of Investments at May 31, 2020. *Attached is the Report of Investments at May 31, 2020. Submitted By: Dr. Andra R. Cantrell, Executive Vice President for Financial & Administrative Affairs*

Quarterly Investment Report

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

Consent Agenda
763-1
Approved

The following reports were presented to the Board:

Reports

- a. Proposed 2020-21 Budget submitted by Dr. Andra R. Cantrell, Executive Vice President for Financial & Administrative Affairs
- b. Guided Pathways Update/Numbers with Heart submitted by Mike Endy, Vice President for Instruction and Student Affairs
- c. Demand Study Update submitted by Michael Endy, Vice President of Instruction and Student Affairs

d. Vet Tech Program Update submitted by Michael Endy, Vice
President of Instruction and Student Affairs

President Farmer reviewed the following tentative future agenda item

Future Agenda Items

a. Proposed 2020-21 Budget Report

The Board of Trustees entered into Closed Session at 2:30 p.m. to consult with the college attorney in accordance with Government Code 551.072, to deliberate personnel matters in accordance with Government Code 551.074 and to deliberate real property in accordance with Government Code 551.072

Closed Session

The Board reconvened in Open Session at 3:07 p.m.

Open Session

Dr. Dixon made the motion to approve the acquisition of the Kingsley property located at 1710 Martin Drive, Weatherford, Texas, by Weatherford College for a cash payment of \$500,000 from college reserves and the acceptance of a gift for the remainder of the appraised value of the property and improvements; General Counsel is authorized to prepare the required agreements to effectuate the acquisition in accordance with this resolution for signature by President Farmer. Dr. Marlett seconded and the motion carried unanimously.

Resolution for Purchase
of Kingsley Property
763-2
Approved

Ms. Coody made the motion to approve the transfer from Unrestricted Reserves in the amount of \$500,000 for the purchase of the Kingsley property located 1710 Martin Drive, Weatherford, TX 76086, and an additional \$50,000 for consulting fees to oversee the digitization process associated with the acquisition of the property. Dr. Dixon seconded and the motion carried unanimously.

Transfers from Reserves
Kingsley Property
763-3
Approved

Dr. Dixon made the motion to approve the transfer from Unrestricted Reserves in the amount of \$315,730 to the Construction Fund for the installation of artificial turf on Stuart Field. Ms. Coody seconded and the motion carried unanimously.

Transfers from Reserves
Installation of Artificial
Turf on Stuart Field
763-4
Approved

No action was taken regarding personnel matters.

Personnel Matters
763-5
No action

At 3:10 p.m. Dr. Dixon made the motion to adjourn the meeting. Ms. Coody seconded and the motion carried unanimously.

Motion to Adjourn
763-6
Approved

Mac Smith
Chairman, Board of Trustees

Sue Coody
Vice Chair, Board of Trustees



**Weatherford College Board of Trustees
Report**

DATE: July 9, 2020

AGENDA ITEM #4.b.

SUBJECT: Financial Reports Ending June 30, 2020

INFORMATION AND DISCUSSION: The cash balance as of June 30, 2020 is \$40,266,944.38. This is an increase of \$325,178.14 from last year at June 30, 2019. The operating statement at June 30, 2020 indicates that total revenues collected are \$53,960,716 or 93.58% of budget. Total expenditures are \$48,443,260 or 84.04% of budget.

ATTACHMENTS: Cash Balance Reports and Operating Statements at June 30, 2020.

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

**WEATHERFORD COLLEGE
CASH BALANCE REPORT
6/30/2020**

<u>Unrestricted Funds</u>	Checking	Investments	Payroll & Petty Cash	Total
Beginning Balance	10,152,815.63	27,341,995.39	4,375.00	37,499,186.02
Deposits	3,678,915.89	12,326.29	-	3,691,242.18
Disbursements	(8,199,507.70)	-	-	(8,199,507.70)
Ending Balance	<u>5,632,223.82</u>	<u>27,354,321.68</u>	<u>4,375.00</u>	<u>32,990,920.50</u>

Unrestricted Funds:	Checking Acct	Investments	Acct Balance
Maintenance and Carter	5,632,223.82	27,354,321.68	32,986,545.50
Payroll	-	-	-
Petty cash	4,375.00	-	4,375.00
Sub-total	<u>5,636,598.82</u>	<u>27,354,321.68</u>	<u>32,990,920.50</u>
Restricted Funds:			
Scholarships & Loans	566,629.41	2,803,732.64	3,370,362.05
Schropshire Cap. Impr.	321,617.89	-	321,617.89
Debt Service	980,315.79	1,940,299.18	2,920,614.97
Interest & Sinking	38,428.97	-	38,428.97
Contingency Reserves	625,000.00	-	625,000.00
Sub-total	<u>2,531,992.06</u>	<u>4,744,031.82</u>	<u>7,276,023.88</u>
Grand Total	<u>8,168,590.88</u>	<u>32,098,353.50</u>	<u>40,266,944.38</u>

Recap of Investments

<u>Investments</u>	<u>Current Value 6/30/2020</u>	<u>Rate</u>
Prosperity Bank Money Market Account	32,098,353.50	1.40%
Total Investments	<u>32,098,353.50</u>	

**WEATHERFORD COLLEGE
STATEMENT OF REVENUES
June 30, 2020**

	2018-19 Budget			2019-20 Budget			
	Amended Budget	Received 6/30/2019	% of Budget	Amended Budget	Received 6/30/2020	Balance	% of Budget
Operating Revenues							
Tuition							
In-District Resident	\$ 4,665,265	\$ 4,690,137	100.53%	\$ 4,495,139	\$ 4,520,371	\$ (25,232)	100.56%
Out-of District Resident	\$ 5,015,588	\$ 5,003,222	99.75%	\$ 5,392,109	\$ 5,402,257	\$ (10,148)	100.19%
Out-of District Resident - EC Granbury	\$ 497,464	\$ 504,684	101.45%	\$ 486,481	\$ 470,408	\$ 16,073	96.70%
Out-of District Resident - Wise County	\$ 1,587,652	\$ 1,585,906	99.89%	\$ 1,670,267	\$ 1,663,813	\$ 6,454	99.61%
Non-Resident	\$ 510,653	\$ 521,524	102.13%	\$ 451,066	\$ 442,737	\$ 8,329	98.15%
Differential Tuition	\$ 490,656	\$ 471,092	96.01%	\$ 687,814	\$ 682,070	\$ 5,744	99.16%
State Funded Continuing Education	\$ 925,000	\$ 967,812	104.63%	\$ 926,271	\$ 768,633	\$ 157,638	82.98%
Non-State Funded Continuing Education	\$ 82,800	\$ 35,442	42.80%	\$ 26,161	\$ 15,833	\$ 10,328	60.52%
Total Tuition	\$ 13,775,078	\$ 13,779,819	100.03%	\$ 14,135,308	\$ 13,966,121	\$ 169,187	98.80%
Fees							
General Fee	\$ 442,216	\$ 448,206	101.35%	\$ 942,909	\$ 1,063,338	\$ (120,429)	112.77%
Laboratory Fee	\$ 352,083	\$ 351,386	99.80%	\$ 340,928	\$ 342,851	\$ (1,923)	100.56%
Total Fees	\$ 794,299	\$ 799,592	100.67%	\$ 1,283,837	\$ 1,406,188	\$ (122,351)	109.53%
Allowances and Discounts							
Bad Debt Allowance	\$ (107,500)	\$ 1,684	-1.57%	\$ (105,000)	\$ (7,422)	\$ (97,578)	7.07%
Remissions and Exemptions	\$ (1,583,625)	\$ (1,582,249)	99.91%	\$ (1,761,000)	\$ (1,313,914)	\$ (447,086)	74.61%
Total Allowances and Discounts	\$ (1,691,125)	\$ (1,580,565)	93.46%	\$ (1,866,000)	\$ (1,321,336)	\$ (544,664)	70.81%
Additional Operating Revenues							
Federal Grants and Contracts (Operating)	\$ 1,152,981	\$ 859,796	74.57%	\$ 2,680,809	\$ 1,101,888	\$ 1,578,921	41.10%
State Grants and Contracts	\$ 39,598	\$ 52,588	132.80%	\$ 10,487	\$ 31,931	\$ (21,444)	304.48%
Non-Governmental Grants	\$ -	\$ -	-	\$ -	\$ -	\$ -	-
Local Grants & Contracts	\$ 3,284,183	\$ 3,222,428	98.12%	\$ 3,525,000	\$ 3,500,310	\$ 24,690	99.30%
Sales & Services of Educational Activities	\$ 71,750	\$ 59,895	83.48%	\$ 76,250	\$ 42,624	\$ 33,626	55.90%
Investment income - Program Restricted	\$ 57,000	\$ 55,336	97.08%	\$ 85,000	\$ 86,833	\$ (1,833)	102.16%
Other Operating Revenues	\$ 299,400	\$ 241,666	80.72%	\$ 338,741	\$ 241,077	\$ 97,664	71.17%
Total Additional Operating Revenues	\$ 4,904,912	\$ 4,491,709	91.58%	\$ 6,716,287	\$ 5,004,664	\$ 1,711,623	74.52%
Auxiliary Income							
Bookstore	\$ 255,000	\$ 150,063	58.85%	\$ 191,227	\$ 107,458	\$ 83,769	56.19%
Cafeteria	\$ 749,000	\$ 771,942	103.06%	\$ 759,400	\$ 592,929	\$ 166,471	78.08%
Dormitory	\$ 1,198,480	\$ 1,242,889	103.71%	\$ 1,200,930	\$ 926,559	\$ 274,371	77.15%
Intercollegiate Athletics	\$ -	\$ 830	-	\$ -	\$ -	\$ -	-
Student Services	\$ 232,758	\$ 250,870	107.78%	\$ 241,977	\$ 205,583	\$ 36,394	84.96%
Carter Agricultural Center	\$ 54,250	\$ 93,494	172.34%	\$ 61,750	\$ 49,308	\$ 12,442	79.85%
Total Auxiliary Enterprises	\$ 2,489,488	\$ 2,510,088	100.83%	\$ 2,455,284	\$ 1,881,836	\$ 573,448	76.64%
Total Operating Revenues	\$ 20,272,652	\$ 20,000,643	98.66%	\$ 22,724,716	\$ 20,937,474	\$ 1,787,242	92.14%
Non-Operating Revenues							
State Appropriations							
Education and General State Support	\$ 8,461,965	\$ 6,851,317	80.97%	\$ 9,059,678	\$ 7,335,466	\$ 1,724,212	80.97%
State Group Insurance	\$ -	\$ 1,369,330	-	\$ -	\$ 1,441,185	\$ (1,441,185)	-
State Retirement Matching	\$ -	\$ 463,568	-	\$ -	\$ 466,145	\$ (466,145)	-
Professional Nursing Shortage Reduction	\$ 371,210	\$ 319,858	86.17%	\$ 370,316	\$ 169,901	\$ 200,415	45.88%
Total State Appropriations	\$ 8,833,175	\$ 9,004,073	101.93%	\$ 9,429,994	\$ 9,412,697	\$ 17,297	99.82%
Maintenance Ad Valorem Taxes-Parker County	\$ 13,728,664	\$ 13,871,528	101.04%	\$ 15,435,232	\$ 15,361,546	\$ 73,686	99.52%
Debt Service Ad Valorem Taxes	\$ 586,000	\$ 667,603	113.93%	\$ 590,400	\$ 658,526	\$ (68,126)	111.54%
Federal Grants and Contracts (Non-Operating)	\$ 6,360,000	\$ 6,306,018	99.15%	\$ 7,956,648	\$ 6,527,190	\$ 1,429,458	82.03%
Gifts	\$ 39,979	\$ 53,167	132.99%	\$ 426,453	\$ 662,056	\$ (235,603)	155.25%
Investment Income	\$ 228,750	\$ 474,977	207.64%	\$ 476,000	\$ 401,227	\$ 74,773	84.29%
Contributions in Aid of Construction	\$ -	\$ -	-	\$ -	\$ -	\$ -	-
Total Non-Operating Revenue	\$ 29,776,568	\$ 30,377,366	102.02%	\$ 34,314,727	\$ 33,023,242	\$ 1,291,485	96.24%
Budgeted Transfers	\$ 481,838	\$ -	-	\$ 622,982	\$ -	\$ 622,982	-
TOTAL	\$ 50,531,058	\$ 50,378,009	99.70%	\$ 57,662,425	\$ 53,960,716	\$ 3,701,709	93.58%

WEATHERFORD COLLEGE
STATEMENT OF EXPENDITURES
June 30, 2020

	2018-19 Budget			2019-20 Budget			
	Amended Budget	Expended 6/30/2019	% of Budget	Amended Budget	Expended 6/30/2020	Balance	% of Budget
Operating Expenses							
Unrestricted							
Instruction	\$ 15,783,488	\$ 13,289,554	84.20%	\$ 15,105,600	\$ 12,558,804	\$ 2,546,796	83.14%
Public Service	\$ 29,179	\$ 18,795	64.41%	\$ 25,603	\$ 18,915	\$ 6,688	73.88%
Academic Support	\$ 1,692,509	\$ 1,392,071	82.25%	\$ 3,912,883	\$ 3,027,780	\$ 885,103	77.38%
Student Services	\$ 2,496,313	\$ 1,930,090	77.32%	\$ 2,368,283	\$ 1,805,345	\$ 562,938	76.23%
Institutional Support	\$ 9,020,191	\$ 6,724,919	74.55%	\$ 11,659,467	\$ 9,664,687	\$ 1,994,780	82.89%
Operation & Maint. of Plant	\$ 6,245,490	\$ 5,088,065	81.47%	\$ 5,329,049	\$ 4,164,061	\$ 1,164,988	78.14%
Scholarships and Fellowships	\$ -	\$ -		\$ -	\$ -	\$ -	
Staff Benefits	\$ 611,342	\$ 495,775	81.10%	\$ 632,500	\$ 445,497	\$ 187,003	70.43%
Total Unrestricted Educational Activities	\$ 35,878,512	\$ 28,939,269	80.66%	\$ 39,033,385	\$ 31,685,090	\$ 7,348,295	81.17%
Restricted							
Instruction	\$ 1,315,888	\$ 1,042,568	79.23%	\$ 439,552	\$ 227,014	\$ 212,538	51.65%
Public Service	\$ -	\$ 10,401		\$ -	\$ 8,684	\$ (8,684)	
Academic Support	\$ -	\$ -		\$ -	\$ -	\$ -	
Student Services	\$ 42,864	\$ 44,407	103.60%	\$ 2,242,618	\$ 709,487	\$ 1,533,131	31.64%
Institutional Support	\$ 6,294	\$ 2,618	41.60%	\$ 5,237	\$ -	\$ 5,237	0.00%
Operation & Maint. of Plant	\$ -	\$ -		\$ -	\$ -	\$ -	
Scholarships and Fellowships	\$ 8,219,076	\$ 8,078,466	98.29%	\$ 9,888,174	\$ 8,349,047	\$ 1,539,127	84.43%
Staff Benefits	\$ -	\$ 1,833,601		\$ -	\$ 1,907,330	\$ (1,907,330)	
Total Restricted Educational Activities	\$ 9,584,122	\$ 11,012,061	114.90%	\$ 12,575,581	\$ 11,201,561	\$ 1,374,020	89.07%
Total Educational Activities	\$ 45,462,634	\$ 39,951,330	87.88%	\$ 51,608,966	\$ 42,886,652	\$ 8,722,314	83.10%
Auxiliary Enterprises	\$ 2,768,192	\$ 2,261,203	81.69%	\$ 2,955,515	\$ 2,040,351	\$ 915,164	69.04%
Depreciation Expense - Buildings and and Land Improvements	\$ -	\$ 1,179,781		\$ -	\$ 986,160	\$ (986,160)	
Depreciation Expense - Furniture, Machinery, Vehicles, and Other Equipment	\$ -	\$ 491,640		\$ -	\$ 533,220	\$ (533,220)	
Total Operating Expenses	\$ 48,230,826	\$ 43,883,954	90.99%	\$ 54,564,481	\$ 46,446,383	\$ 8,118,098	85.12%
Non-Operating Expenses							
Expenses on Capital Related Debt	\$ 454,433	\$ 254,682	56.04%	\$ 416,848	\$ 229,144	\$ 187,704	54.97%
Gain/Loss on Disposal of Fixed Assets	\$ (2,500)	\$ (50,480)		\$ (10,000)	\$ (10,375)	\$ 375	
Other non-operating expense	\$ -	\$ 4,180		\$ -	\$ -	\$ -	
Other Uses of Cash							
Principal on Capital Related Debt	\$ 1,201,082	\$ 741,081	61.70%	\$ 1,403,560	\$ 794,634	\$ 608,926	56.62%
Capital Outlay (Non-Construction)	\$ 640,810	\$ 106,607	16.64%	\$ 1,267,362	\$ 983,474	\$ 283,888	77.60%
TOTAL	\$ 50,524,651	\$ 44,940,024	88.95%	\$ 57,642,251	\$ 48,443,260	\$ 9,198,991	84.04%



Weatherford College Board of Trustees

DATE: July 9, 2020

ITEM #4.c

SUBJECT: Sealed Proposals for Intercollegiate Athletic Insurance #RFP-06-20

INFORMATION AND DISCUSSION: A total of two vendors submitted sealed proposals for the requested intercollegiate athletic insurance. Dissinger Reed, LLC has provided the best value that meets our specifications on the standard traditional total premium policy and catastrophic athletic injury accident plan. The proposal from Cypress Risk Management, LLC doesn't meet the specifications requiring a lifetime benefit period for the catastrophic plan.

Funds have been allocated in the current athletic budgets for purchase of this insurance. The standard policy will cover basketball, baseball and softball. The catastrophic plan will cover basketball, baseball, softball and rodeo. After review of the sealed proposals, Bob McKinley, Athletic Director and Jeanie Hobbs, Director of Purchasing, recommend award of this proposal not to exceed budget funds as follows:

Dissinger Reed, LLC	\$50,768.00
TOTAL ESTIMATED COST	\$50,768.00

RECOMMENDATION: That the Board of Trustees award proposal to vendor as presented.

ATTACHMENTS: Tabulation on Sealed Proposals for Intercollegiate Athletic Insurance

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

PROPOSALS ON INTERCOLLEGIATE ATHLETIC INSURANCE #RFP-06-20

June 23, 2020

DESCRIPTION	CYPRESS RISK MANAGEMENT	DISSINGER REED
Standard Traditional Total Premium Policy Plan A (Option #1)	\$36,000.00	\$38,600.00
Standard Traditional Total Premium Policy Plan A (Option #2)	N/A	\$38,781.00
Catastrophic Athletic Injury Accident Plan (Option #1)	\$10,864.00	\$12,168.00
Catastrophic Athletic Injury Accident Plan (Option #2)	N/A	\$10,864.00
Standard Traditional Deductible Per Incident	\$2,000.00	\$2,000.00
Accidental Death & Dismemberment (AD&D) Benefit	\$10,000.00	\$10,000.00
AD&D Aggregate Limit	\$500,000.00	\$500,000.00
Medical Maximum Per Accident	\$25,000.00	\$25,000.00
Catastrophic Accidental Medical Benefit (Lifetime)	\$5,000,000.00	\$5,000,000.00
Catastrophic Medical Deductible Per Incident	\$25,000.00	\$25,000.00
Standard Policy Plan Administrator	Alive Risk	N/A
Standard Policy Underwritten By (Option #1)	Aspen American Insurance Company	Hartford Life and Accident Insurance Co.
Standard Policy Underwritten By (Option #2)	N/A	Wellfleet Insurance Company
Catastrophic Policy Underwritten By (Option #1)	Aspen American Insurance Company	Liberty Mutual Insurance Company
Catastrophic Policy Underwritten By (Option #2)	N/A	Wellfleet Insurance Company
Third Party Claims Administrator (Option #1)	NAHGA Claim Services	Bob McCloskey Insurance Company
Third Party Claims Administrator (Option #2)	N/A	Wellfleet Insurance Company
Policy Period	8/15/20 to 8/14/21	8/15/20 to 8/14/21
Renewal Period	Five (5) Additional One Year Terms	Five (5) Additional One Year Terms
Benefit Period on Standard Policy	Two Years (104 Weeks)	Two Years (104 Weeks)
Benefit Period on Catastrophic Policy (Option #1)	10 Years *	Lifetime
Benefit Period on Catastrophic Policy (Option #2)	N/A	10 Years *
A.M. Best Rating of Standard Policy Underwriter (Option #1)	A	A
A.M. Best Rating of Standard Policy Underwriter (Option #2)	N/A	A++
A. M. Best Rating of Catastrophic Policy Underwriter (Option #1)	A	A+
A. M. Best Rating of Catastrophic Policy Underwriter (Option #2)	N/A	A+
TOTAL PREMIUM COST (OPTION #1)	\$46,864.00	\$50,768.00
TOTAL PREMIUM COST (OPTION #2)	N/A	\$49,645.00
WC VENDOR NUMBER	N/A	53656

* Does not meet specifications requiring lifetime benefit period



Weatherford College Board of Trustees

DATE: July 9, 2020

AGENDA ITEM #5

SUBJECT: Ratify Master Plan Contracts

INFORMATION AND DISCUSSION: Mr. Curlee will discuss the action to ratify the Master Plan Contracts presented in previous board meetings. Details may be sent out next week prior to the July 9 board meeting.

RECOMMENDATION: That the Board of Trustees approve a motion to ratify the Master Plan Contracts modifications recently signed by Dr. Farmer in furtherance of our Master Plan that has been approved in prior board meeting.

ATTACHMENT: None.

SUBMITTED BY: Dan Curlee, General Counsel



Weatherford College Board of Trustees

DATE: July 9, 2020

AGENDA ITEM #6

SUBJECT: Consideration and Possible Action: Determination of Prevailing Wage on Construction Projects for Fiscal Year 2020-2021

INFORMATION AND DISCUSSION: As required by the Texas Government Code 2258.022(a), the Board of Trustees, when contracting for a public work awarded by a political subdivision of the state, shall determine the general prevailing 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 rate for legal holiday and overtime work. Subsection (1) and (2) go on to state the public body's options in fulfilling its statutory responsibility of determining prevailing wage rates as being:

1. Conducting a survey of the wages received by classes of workers employed on projects of a character similar to the contract work in the political subdivision of the state in which the public work is to be performed; or
2. Using the prevailing wage rate 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.

Mr. Rawley McCoy, President of Rawley McCoy & Associates and Consultant to Weatherford College, 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, 2020 and the end of the fiscal year on August 31, 2021.

RECOMMENDATION: 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.

ATTACHMENTS: Resolution Prevailing Wage Rate Determination for Fiscal Year 2020-2021

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

**BOARD RESOLUTION
PREVAILING WAGE DETERMINATION
FISCAL YEAR, 2020 – 2021
WEATHERFORD COLLEGE**

WHEREAS, Section 2258.022(a), of the Texas Government Code states: For a contract for a public work awarded by a political subdivision of the state, the public body shall determine the general prevailing 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 rate for legal holiday and overtime work, and

WHEREAS, Section 2258.022(a) of the Texas Government Code Subsections (1) and (2) go on to state the public body's options in fulfilling its statutory responsibility of determining prevailing wage rates as being: (1) conducting a survey of the wages received by classes of workers employed on projects of a character similar to the contract work in the political subdivision of the state in which the public work is to be performed; or (2) using the prevailing wage rates 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;

NOW THEREFORE BE IT RESOLVED that the Weatherford College Board of Trustees hereby selects Section 2258.022(a), Subsection (2) of the Texas Government Code as its option in determining the general prevailing 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 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 as can be found on the following web site (www.wdol.gov/dba.aspx#0), for the all construction projects whose contracts are entered into and executed between September 1, 2020 and the end of fiscal year on August 31, 2021.

PASSED AND ADOPTED on this **9th day of July 2020**.

Mac Smith, Board Chair

ATTEST:

Lela Morris, Board Secretary/Treasurer



**Weatherford College Board of Trustees
Report**

DATE: July 9, 2020

AGENDA ITEM #7.a.

SUBJECT: Proposed 2020-21 Budget

INFORMATION AND DISCUSSION: No material changes have been made to the proposed 2020-21 budget since the June 11, 2020 Board meeting. Final adjustments to the proposed 2020-21 budget will be made in late July before the Board workshop in August. We are waiting for final information from Parker and Wise County taxing authorities and for final salary adjustments on hiring replacement positions for the 2020-21 academic year.

ATTACHMENTS: None.

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



Weatherford College Board of Trustees Report

DATE: July 9, 2020

AGENDA ITEM #7.b.

SUBJECT: Guided Pathways Update/Numbers with Heart

INFORMATION AND DISCUSSION

CARES Act funds –

- 528 students have received funds (June 22, 2020)
- 1500 students expected to qualify for summer and fall 2020
- \$405,161 of \$1,273,848 distributed (June 3, 2020)
- \$140,000 distributed between May 26 and June 3, 2020

Virtual Pathways Workshop (June 25, 2020) Takeaways –

Studying the success of students who experienced mandatory advising and orientation versus those who did not to determine the value of our “high touch” approach.

Including our career interest survey tool in the orientation system rather than delaying and offering only to EDUC 1300 students or those who approach the advising office.

Developing an online tool to guide general studies students from identifying their basic interests in college through educational community selection, degree planning, and course enrollments.

Inviting a dialogue among College constituents regarding a course commendation system students and advisors could use to help in the course selection process. The commendation system would:

Identify specific features of the course designed to inspire (light a fire) for students

Address student and peer evaluations of the course and faculty member, highlighting particular strengths of each.

Provide quantified student success data as well as anecdotal data from past students about the challenges and benefits of the course.

Virtual Testing and Telecommunications –

The Testing Taskforce is in the final stage of its review of two virtual testing systems that will meet institutional demands for accessibility, affordability, and integrity. The task force will make a recommendation in early July.

The Teleconferencing Taskforce is finalizing the selection and allocation process now.

Numbers with Heart –

The Testing Center worked with students to proctor exams in Kosovo and Spain (7 hour time difference)

ATTACHMENTS: None.

SUBMITTED BY: Michael Endy, Vice President of Academics and Student Affairs



**Weatherford College Board of Trustees
Report**

DATE: July 9, 2020

AGENDA ITEM #7.c.

SUBJECT: Demand Study

INFORMATION AND DISCUSSION

Fall Enrollment –

Data indicate fall enrollment continues to progress in relative proportions to past years among demographic groups with an overall increase in enrollment numbers per week. Midsummer increases have been typical in previous years. This one appears to have resulted from the return of face-to-face advising and enrollment assistance.

Summer II Enrollment –

On pace to be the highest in recent years. We are adding new sections as existing courses fill. We have identified a base number for the financial viability of our courses. We are using this guide to maximize enrollments while managing the cost of operations.

EMS Program Review –

Thanks to more effective resource management, enrollment growth and decreased personnel costs, the emergency medical services program rebounded from a revenue-negative position this year.

	Revenue	Expense	Balance					
2017-2018	\$ 185,641	\$ 283,287	\$ (97,646)	Revenue used from Lee's past reports				
2018-2019	\$ 178,741	\$ 246,395	\$ (67,654)	Revenue used from Lee's past reports				
2019-2020	\$ 315,365	\$ 214,528	\$ 100,837	Estimated on Revenue sheet			\$128,353 spent as of 6/24/20	

ATTACHMENTS: None.

SUBMITTED BY: Michael Endy, Vice President of Academics and Student Affairs



**Weatherford College Board of Trustees
Report**

DATE: July 9, 2020

AGENDA ITEM #7.d.

SUBJECT: Vet Tech Program Update

INFORMATION AND DISCUSSION

Vet Tech Program Critical Issues

- Vet Tech Program Critical Issues
- Phase two program application being finalized by Dr. Garofalo and Ms. Culp.
- Surgical Unit nearing completion.
- Qualified program applicant number is approaching 20.
- Added BIOL 1406 to the Summer II schedule to help applicants meet prerequisites.
- The program begins classes on August 24, 2020.
- Weatherford College is providing a letter of support for a grant proposal to fund the Education/Outreach Center

ATTACHMENTS: None.

SUBMITTED BY: Michael Endy, Vice President of Academics and Student Affairs



Future Agenda Items:

- Proposed Tax Rate
- Proposed 2020-21 Budget
- Future Board Meeting Dates & Times



Upcoming Events

August 24

Fall Semester Begins

August 28

Alumni Awards Luncheon 11:30 a.m.
Doss Heritage and Culture Center



**Weatherford College Board of Trustees
Closed Session**

DATE: July 9, 2020

AGENDA ITEM #10.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: July 9, 2020

AGENDA ITEM #10.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: July 9, 2020

AGENDA ITEM #10.c.

SUBJECT: 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 deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee.

RECOMMENDATION: None.

ATTACHMENT: None.

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



Weatherford College Board of Trustees

DATE: July 9, 2020

AGENDA ITEM #11

SUBJECT: 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: July 9, 2020

AGENDA ITEM #12

SUBJECT: 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.

RECOMMENDATION: None.

ATTACHMENT: None.

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