



# ***BOARD OF TRUSTEES***

***Regular Board Meeting***

***Thursday, October 13, 2022***

***2:00 p.m.***

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

**WEATHERFORD COLLEGE  
BOARD OF TRUSTEES  
October 13, 2022  
2 p.m.**

**AGENDA**

A meeting of the Board of Trustees of Weatherford College will be held on Thursday, October 13, 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 September 8, 2022 Board Meeting
  - b. Financial Reports Ending September 30, 2022
  - c. Sealed Bids on Color & Web Printing #SB-02-23
  - d. Renewal of Sealed Proposals on Insurance Coverage, Loss of Control & Risk Management Services  
#RFP-01-18
  - e. BuyBoard Cooperative Contract Quote from Blackmon Mooring & BMS CAT on HVAC System Cleaning for Coyote Village
  - f. Chief Executive Office Reporting Requirements TEC§ 51.253(c)
5. Consideration and Possible Action: GMP for Vickie and Jerry Durant Hall
6. Reports:
  - a. Academics and Student Services Update
  - b. Access and Affordability Report, Policy BI (Legal)
  - c. Clery Act Report
  - d. Day-One Access – Dr. Scott Tarnowiecky, Mr. Jared Stewart, Instructor
7. Future Agenda Items or Meetings:
  - a. Equities in Athletics Report
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. Adjourn



Public Comment for  
Individuals  
Not on Agenda



## **President's Report**

- Recognitions
- Employee Notices
- Enrollment Update



**Weatherford College Board of Trustees  
Consent Agenda**

**DATE:** October 13, 2022

**AGENDA ITEM #4. a.**

**SUBJECT:** Minutes from the September 8, 2022 Board meeting

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**INFORMATION AND DISCUSSION:** None.

**RECOMMENDATION:** That the Board of Trustees reviews and approves the September 8, 2022 regular meeting minutes.

**ATTACHMENTS:** Minutes from the September 8, 2022 board meeting.

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**SUBMITTED BY:** Theresa Hutchison, Executive Assistant to the President

**WEATHERFORD COLLEGE  
BOARD OF TRUSTEES  
MINUTES OF REGULAR MEETING  
September 8, 2022**

The Weatherford College Board of Trustees met in regular session at 2:00 p.m., Thursday, September 8, 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, Judy McAnally, Secretary Lela Morris and Dr. Robert Marlett. None were 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 –

- Christine Endy and the Upward Bound team on a recent \$1.48 million grant from the U.S. Department of Education to support our TRIO Upward Bound program. The 100% federally funded program has served countless students throughout the Weatherford College service area.
- As of August 25, the WC Foundation offered \$604,017 in scholarships for the 2022-23 academic year, a 55.7 percent increase from the record \$387,000 awarded in 2021-22.
- The student services division for a myriad of tasks ranging from orientations, to advising, to student life activities.

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:

- Heidi McDonald, Life Sciences Instructor, Resignation effective 8/15/2022
- Kendall Wessel, Director of Network Operations, Technology Services, resignation effective 9/9/2022.
- Walter Bauer, Public Safety Instructor/Coordinator of Law Enforcement Academy, resignation effective 10/14/2022
- Rebecca Fryer, Health Sciences Administrative Assistant, resignation effective 9/14/2022

c. Enrollment Update –

As of September 6th, we had 5,517 students registered compared to 5,350 at the same time last year, representing a 3.1% enrollment increase.

Consent Agenda

A recommendation was made that the Board of Trustees approves the August 2022 Board of Trustees minutes. *Minutes submitted by Theresa Hutchison, Executive Assistant to the President.*

Minutes

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. The recommendation was made that the Board approves the financial reports ending August 31, 2022 as presented. *Attached are the following: Cash Balance Reports and Operating Statements at August 31, 2022, submitted by Dr. Andra R. Cantrell, Executive Vice President for Financial and Administrative Services.*

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. It was recommended that the Board of Trustees approve the Report of Investments at August 31, 2022. *Attached is the Report of Investments at August 31, 2022, submitted by Dr. Andra R. Cantrell, Executive Vice President for Financial & Administrative Services*

Quarterly Investment Report

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. The recommendation was made 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. *Attached are the 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 Affairs.*

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

Weatherford College Technology Services has a current contract for network security monitoring with Secureworks, Inc. through their approved reseller

Renewal of DIR-TSO-4288

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 and that 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. *Attached is the Price quotation from Carahsoft Technology Corp (Secureworks reseller) submitted by Dr. Andra R. Cantrell, Executive Vice-President of Financial & Administrative Affairs.*

Contract for Enhanced  
Cybersecurity  
Monitoring Service

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. The recommendation was that the board adopt the National Incident Management System. *Attached is the NIMS Implementation Activities, submitted by Brent Baker, Vice President of Institutional Advancement.*

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

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

Consent Agenda  
802-1  
Approved

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, Progressive Roofing and Wrangler Roofing Inc. all provided proposals that meet our specifications as prepared by Hahnfeld Hoffer Stanford architects. Longhorn Commercial Roofing LLC and Restore Masters LLC were both unresponsive due to submitting the previous #RFP-13-22 documents. Weatherford College is aware manufacturers of the construction materials utilized on this project may be unwilling to hold or set pricing to the roofing contractors until the material ships. In order to know what that actual increase is, the successful contractor, prior to receipt of contract, shall submit a list with cost and quantities, with construction manufacturer's quotes as a baseline against the actual cost when shipped. The increased cost to Weatherford College would only be that material delta(s) plus a maximum 15% overhead and profit. The committee, made up of Dr. Andra Cantrell, Executive Vice-President of Financial & Administrative Affairs; Jon Stark, Facilities Manager with CBRE and Eric Hahnfeld, Architect with Hahnfeld

Consideration and  
Possible Action:  
Proposals on Betty Jo  
Graber Gym Re-Roofing  
Project #RFP-01-23  
801-2  
Approved

Hoffer Stanford, have reviewed the proposals in detail. Based on the established criteria and relative weights, the committee is recommending that Alto Vista Roofing Inc. be awarded the project for a base proposal of \$480,000.00, subject to manufacturer’s increases on materials. Mr. Bailey made the motion to approve the recommendation of the committee and award the Betty Jo Graber Gym Re-Roofing project to Alto Vista Roofing Inc. for a base proposed cost of \$480,000.00, subject to manufacturer’s increased cost on material delta(s) plus a maximum of 15% overhead and profit along with the manufacturer’s quotes. Mr. Carney seconded and the motion carried unanimously. *Attached is the Tabulation on Proposals for Betty Jo Graber Gym Re-Roofing Project #RFP-01-23, submitted by Dr. Andra R. Cantrell, Executive Vice President for Financial & Administrative Services.*

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. Sonography Update presented by Kelly Staub, Director of Imaging

President Farmer discussed the following tentative future agenda items:

Future Agenda Items

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

Vice President Brent Baker made the following announcements:

Announcements

September 20	Volleyball – WC vs. Vernon College (Graber Athletic Center at 5:00 p.m.)
September 22	Presidential Luncheon (Alkek Fine Arts Center at 11:50 p.m.)
September 27	National Championship Rodeo Celebration (ETW Community Room, 3rd floor at 4:00 p.m.)
September 29	WCWC College Night at 6:00 p.m.
October 1	WC Alumni Rodeo
October 4	Volleyball game vs. Cisco; Graber Athletic Center at 5:00 p.m.
October 6	22 <sup>nd</sup> Annual WC Foundation Golf Tournament at Canyon West at 9:00 a.m.
October 6	Volleyball vs. NCTC at Graber Athletic Center at 5:00 p.m.
October 11	Volleyball vs Southwestern Christian College at Graber Athletic Center at 5:00 p.m.

September 8, 2022

The Board of Trustees entered into Closed Session at 2:28 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 3:35 p.m.

Open Session

No action was taken regarding real property.

Real Estate  
802-3  
No action

No action was taken regarding personnel matters.

Personnel Matters  
802-4  
No action

Election of Board of  
Trustee Officer  
802-5  
No action

At 3:36 p.m., Dr. Marlett made the motion to adjourn the meeting. Dr. Bailey seconded and the motion carried unanimously.

Motion to Adjourn  
802-6  
Approved

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Mac Smith  
Chair, Board of Trustees

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Lela Morris  
Secretary, Board of Trustees



**Weatherford College Board of Trustees  
Consent Agenda**

**DATE:** October 13, 2022

**AGENDA ITEM #4. b.**

**SUBJECT:** Financial Report Ending September 30, 2022

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**INFORMATION AND DISCUSSION:** The cash balance as of September 30, 2022 is \$78,142,617.00. This is an increase of \$16,699,402.52 from last year at September 30, 2021. The operating statement at September 30, 2022 indicates that total revenues collected are \$14,254,394 or 21.00% of budget. Total expenditures are \$7,470,871 or 11.01% of budget.

**RECOMMENDATION:** That the Board approves the financial reports ending September 30, 2022 as presented.

**ATTACHMENTS:** Cash Balance Reports and Operating Statements at September 30, 2022.

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

**WEATHERFORD COLLEGE  
CASH BALANCE REPORT  
September 30, 2022**

<u>Unrestricted Funds</u>	Checking	Investments	Payroll & Petty Cash	Total
Beginning Balance	5,961,870.51	45,586,023.60	3,745.00	51,551,639.11
Deposits	14,095,022.27	24,233.29	-	14,119,255.56
Disbursements	(8,342,301.95)	(5,000,000.00)	-	(13,342,301.95)
Ending Balance	<u>11,714,590.83</u>	<u>40,610,256.89</u>	<u>3,745.00</u>	<u>52,328,592.72</u>

Unrestricted Funds:	Checking Acct	Investments	Acct Balance
Maintenance and Carter	11,714,590.83	40,610,256.89	52,324,847.72
Payroll	-	-	-
Petty cash	3,745.00	-	3,745.00
Sub-total	<u>11,718,335.83</u>	<u>40,610,256.89</u>	<u>52,328,592.72</u>
Restricted Funds:			
Scholarships & Loans	\$591,785.74	\$2,201,507.01	\$2,793,292.75
Schropshire Cap. Impr.	\$321,617.89	\$0.00	\$321,617.89
Construction	\$2.22	\$0.00	\$2.22
Debt Service	\$20,070,990.33	\$1,956,059.97	\$22,027,050.30
Interest & Sinking	\$47,061.12	\$0.00	\$47,061.12
Contingency Reserves	-	\$625,000.00	\$625,000.00
Sub-total	<u>21,031,457.30</u>	<u>4,782,566.98</u>	<u>25,814,024.28</u>
<b>Grand Total</b>	<u><u>32,749,793.13</u></u>	<u><u>45,392,823.87</u></u>	<u><u>78,142,617.00</u></u>

**Recap of Investments**

<b>Investments</b>	<b>Current Value 9/30/2022</b>	<b>Rate</b>
<u>Prosperity Bank</u> Money Market Account	45,392,823.87	1.40%
Total Investments	<u><u>45,392,823.87</u></u>	

**WEATHERFORD COLLEGE  
STATEMENT OF REVENUES  
September 30, 2022**

	2021-2022			2022-2023			
	Amended Budget	Received 9/30/2021	% of Budget	Amended Budget	Received 9/30/2022	Balance	% of Budget
<b>Operating Revenues</b>							
Tuition							
In-District Resident	\$ 4,779,591	\$ 2,459,740	51.46%	\$ 5,245,659	\$ 2,387,044	\$ 2,858,615	45.51%
Out-of District Resident	\$ 6,254,122	\$ 3,230,568	51.66%	\$ 7,107,899	\$ 3,292,603	\$ 3,815,296	46.32%
Out-of District Resident - EC Granbury	\$ 302,405	\$ 122,886	40.64%	\$ 228,810	\$ 44,973	\$ 183,837	19.66%
Out-of District Resident - Wise County	\$ 1,855,016	\$ 912,301	49.18%	\$ 2,132,779	\$ 944,368	\$ 1,188,411	44.28%
Non-Resident	\$ 741,315	\$ 490,112	66.11%	\$ 1,022,125	\$ 615,451	\$ 406,674	60.21%
Differential Tuition	\$ 867,840	\$ 493,061	56.81%	\$ 1,063,327	\$ 537,073	\$ 526,254	50.51%
State Funded Continuing Education	\$ 555,000	\$ 259,281	46.72%	\$ 560,000	\$ 336,605	\$ 223,395	60.11%
Non-State Funded Continuing Education	\$ 21,200	\$ 14,958	70.56%	\$ 22,700	\$ 44,595	\$ (21,895)	196.45%
Total Tuition	\$ 15,376,489	\$ 7,982,907	51.92%	\$ 17,383,299	\$ 8,202,712	\$ 9,180,587	47.19%
Fees							
General Fee	\$ 1,957,606	\$ 1,309,914	66.91%	\$ 3,140,708	\$ 1,470,700	\$ 1,670,008	46.83%
Laboratory Fee	\$ 349,723	\$ 175,282	50.12%	\$ 387,675	\$ 165,489	\$ 222,186	42.69%
Total Fees	\$ 2,307,329	\$ 1,485,196	64.37%	\$ 3,528,383	\$ 1,636,189	\$ 1,892,194	46.37%
Allowances and Discounts							
Bad Debt Allowance	\$ (52,500)	\$ -	0.00%	\$ (27,500)	\$ -	\$ (27,500)	0.00%
Remissions and Exemptions	\$ (1,555,000)	\$ (765,319)	49.22%	\$ (1,643,500)	\$ (972,524)	\$ (670,976)	59.17%
Total Allowances and Discounts	\$ (1,607,500)	\$ (765,319)	47.61%	\$ (1,671,000)	\$ (972,524)	\$ (698,476)	58.20%
Additional Operating Revenues							
Federal Grants and Contracts (Operating)	\$ 10,224,175	\$ 50,257	0.49%	\$ 2,863,974	\$ 101,731	\$ 2,762,243	3.55%
State Grants and Contracts	\$ 111,245	\$ -	0.00%	\$ 6,245	\$ 18,265	\$ (12,020)	292.47%
Non-Governmental Grants	\$ -	\$ -	-	\$ -	\$ -	\$ -	-
Local Grants & Contracts	\$ 3,541,279	\$ 14,538	0.41%	\$ 4,236,000	\$ 13,178	\$ 4,222,822	0.31%
Sales & Services of Educational Activities	\$ 50,500	\$ 869	1.72%	\$ 43,000	\$ 5,068	\$ 37,932	11.79%
Investment income - Program Restricted	\$ 54,750	\$ 4,126	7.54%	\$ 44,750	\$ 6,816	\$ 37,934	15.23%
Other Operating Revenues	\$ 394,000	\$ 17,128	4.35%	\$ 624,000	\$ 47,280	\$ 576,720	7.58%
Total Additional Operating Revenues	\$ 14,375,949	\$ 86,917	0.60%	\$ 7,817,969	\$ 192,338	\$ 7,625,631	2.46%
Auxiliary Income							
Bookstore	\$ 140,864	\$ -	0.00%	\$ 167,366	\$ (25,105)	\$ 192,471	-15.00%
Cafeteria	\$ 650,000	\$ 339,004	52.15%	\$ 715,000	\$ 347,715	\$ 367,285	48.63%
Dormitory	\$ 1,036,440	\$ 573,009	55.29%	\$ 1,234,185	\$ 551,940	\$ 682,245	44.72%
Intercollegiate Athletics	\$ -	\$ -	-	\$ -	\$ -	\$ -	#DIV/0!
Student Services	\$ 227,988	\$ 103,947	45.59%	\$ 218,000	\$ 89,670	\$ 128,330	41.13%
Carter Agricultural Center	\$ 27,000	\$ 2,127	7.88%	\$ 25,600	\$ 2,685	\$ 22,915	10.49%
Total Auxiliary Enterprises	\$ 2,082,292	\$ 1,018,086	48.89%	\$ 2,360,151	\$ 966,905	\$ 1,393,246	40.97%
Total Operating Revenues	\$ 32,534,559	\$ 9,807,788	30.15%	\$ 29,418,802	\$ 10,025,619	\$ 19,393,183	34.08%
<b>Non-Operating Revenues</b>							
State Appropriations							
Education and General State Support	\$ 8,925,333	\$ 1,071,038	12.00%	\$ 8,925,333	\$ 1,071,036	\$ 7,854,297	12.00%
State Group Insurance	\$ -	\$ 145,476	-	\$ -	\$ 145,476	\$ (145,476)	-
State Retirement Matching	\$ -	\$ 13,811	-	\$ -	\$ 14,071	\$ (14,071)	-
State Appropriations-Other	\$ -	\$ -	-	\$ -	\$ -	\$ -	-
Professional Nursing Shortage Reduction	\$ 155,452	\$ 11,863	7.63%	\$ -	\$ -	\$ -	#DIV/0!
Total State Appropriations	\$ 9,080,785	\$ 1,242,187	13.68%	\$ 8,925,333	\$ 1,230,583	\$ 7,694,750	13.79%
Maintenance Ad Valorem Taxes-Parker County	\$ 19,864,125	\$ -	0.00%	\$ 22,627,920	\$ 27,625	\$ 22,600,295	0.12%
Debt Service Ad Valorem Taxes	\$ 597,400	\$ -	0.00%	\$ -	\$ 880	\$ (880)	#DIV/0!
Federal Grants and Contracts (Non-Operating)	\$ 11,987,997	\$ 6,735,311	56.18%	\$ 6,734,431	\$ 2,904,890	\$ 3,829,541	43.13%
Lost Revenue Reimbursement	\$ -	\$ -	-	\$ -	\$ -	\$ -	#DIV/0!
Gifts	\$ 591,504	\$ 398,609	67.39%	\$ 58,000	\$ 40,081	\$ 17,919	69.11%
Investment Income	\$ 125,000	\$ 7,191	5.75%	\$ 100,000	\$ 24,717	\$ 75,283	24.72%
Contributions in Aid of Construction	\$ -	\$ -	-	\$ -	\$ -	\$ -	#DIV/0!
Total Non-Operating Revenue	\$ 42,246,811	\$ 8,383,299	19.84%	\$ 38,445,684	\$ 4,228,775	\$ 34,216,909	11.00%
Budgeted Transfers	\$ 1,064,934	\$ -	-	\$ 1	\$ -	\$ 1	-
<b>TOTAL</b>	<b>\$ 75,846,304</b>	<b>\$ 18,191,087</b>	<b>23.98%</b>	<b>\$ 67,864,487</b>	<b>\$ 14,254,394</b>	<b>\$ 53,610,093</b>	<b>21.00%</b>

**WEATHERFORD COLLEGE**  
**STATEMENT OF EXPENDITURES**  
**September 30, 2022**

	2021-2022			2022-2023			
	Amended Budget	Expended 9/30/2021	% of Budget	Amended Budget	Expended 9/30/2022	Balance	% of Budget
<b>Operating Expenses</b>							
Unrestricted							
Instruction	\$ 15,583,493	\$ 716,167	4.60%	\$ 16,554,555	\$ 839,877	\$ 15,714,678	5.07%
Public Service	\$ 740,869	\$ 340	0.05%	\$ 335,825	\$ 17,225	\$ 318,600	5.13%
Academic Support	\$ 4,153,384	\$ 116,390	2.80%	\$ 4,129,213	\$ 200,127	\$ 3,929,086	4.85%
Student Services	\$ 2,587,205	\$ 35,037	1.35%	\$ 2,448,374	\$ 91,338	\$ 2,357,036	3.73%
Institutional Support	\$ 10,119,938	\$ 1,152,228	11.39%	\$ 11,774,132	\$ 765,568	\$ 11,008,564	6.50%
Operation & Maint. of Plant	\$ 7,946,845	\$ 562,021	7.07%	\$ 9,383,158	\$ 631,004	\$ 8,752,154	6.72%
Scholarships and Fellowships	\$ -	\$ -		\$ -	\$ -	\$ -	
Staff Benefits	\$ 725,000	\$ 54,233	7.48%	\$ 650,000	\$ 110,324	\$ 539,676	16.97%
<b>Total Unrestricted Educational Activities</b>	<b>\$ 41,856,734</b>	<b>\$ 2,636,416</b>	<b>6.30%</b>	<b>\$ 45,275,257</b>	<b>\$ 2,655,463</b>	<b>\$ 42,619,794</b>	<b>5.87%</b>
Restricted							
Instruction	\$ 424,729	\$ 12,964	3.05%	\$ 55,000	\$ 2,277	\$ 52,723	4.14%
Public Service	\$ 3,000	\$ -	0.00%	\$ 6,000	\$ -	\$ 6,000	0.00%
Academic Support	\$ 15,529	\$ -	0.00%	\$ -	\$ -	\$ -	#DIV/0!
Student Services	\$ 8,744,163	\$ 49,222	0.56%	\$ 2,664,866	\$ 99,515	\$ 2,565,351	3.73%
Institutional Support	\$ 6,245	\$ -	0.00%	\$ 6,245	\$ 265	\$ 5,981	4.24%
Operation & Maint. of Plant	\$ -	\$ -		\$ -	\$ -	\$ -	
Scholarships and Fellowships	\$ 14,540,466	\$ 7,724,757	53.13%	\$ 9,234,671	\$ 4,151,410	\$ 5,083,261	44.95%
Staff Benefits	\$ -	\$ 159,287		\$ -	\$ 159,547	\$ (159,547)	
<b>Total Restricted Educational Activities</b>	<b>\$ 23,734,132</b>	<b>\$ 7,946,230</b>	<b>33.48%</b>	<b>\$ 11,966,782</b>	<b>\$ 4,413,014</b>	<b>\$ 7,553,768</b>	<b>36.88%</b>
<b>Total Educational Activities</b>	<b>\$ 65,590,866</b>	<b>\$ 10,582,646</b>	<b>16.13%</b>	<b>\$ 57,242,039</b>	<b>\$ 7,068,477</b>	<b>\$ 50,173,562</b>	<b>12.35%</b>
Auxiliary Enterprises	\$ 3,407,989	\$ 158,296	4.64%	\$ 4,020,072	\$ 247,461	\$ 3,772,611	6.16%
Depreciation Expense - Buildings and Land Improvements	\$ 1,166,578	\$ -		\$ 1,203,924	\$ -	\$ 1,203,924	
Depreciation Expense - Furniture, Machinery, Vehicles, and Other Equipment	\$ 660,689	\$ -		\$ 675,348	\$ -	\$ 675,348	
<b>Total Operating Expenses</b>	<b>\$ 70,826,122</b>	<b>\$ 10,740,942</b>	<b>15.17%</b>	<b>\$ 63,141,383</b>	<b>\$ 7,315,938</b>	<b>\$ 55,825,445</b>	<b>11.59%</b>
<b>Non-Operating Expenses</b>							
Expenses on Capital Related Debt	\$ 1,686,108	\$ (4,091)	-0.24%	\$ 2,141,819	\$ (3,573)	\$ 2,145,392	-0.17%
Gain/Loss on Disposal of Fixed Assets	\$ (15,000)	\$ -		\$ (25,000)	\$ (1,225)	\$ (23,775)	4.90%
Other non-operating expense	\$ -	\$ -		\$ -	\$ -	\$ -	
<b>Other Uses of Cash</b>							
Principal on Capital Related Debt	\$ 1,499,565	\$ 127,138	8.48%	\$ 1,693,450	\$ 133,983	\$ 1,559,467	7.91%
Capital Outlay (Non-Construction)	\$ 1,065,108	\$ 8,224	0.77%	\$ 914,156	\$ 25,748	\$ 888,408	2.82%
<b>TOTAL</b>	<b>\$ 75,061,903</b>	<b>\$ 10,872,213</b>	<b>14.48%</b>	<b>\$ 67,865,808</b>	<b>\$ 7,470,871</b>	<b>\$ 60,394,937</b>	<b>11.01%</b>



**Weatherford College Board of Trustees  
Consent Agenda**

**DATE:** October 13, 2022

**AGENDA ITEM:** 4.c.

**SUBJECT:** Sealed Bids for Color and Web Printing Services #SB-01-23

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**INFORMATION AND DISCUSSION:** A total of three (3) vendors submitted competitive sealed bids for the requested Color and Web Printing Services for 2022-2023. Four Color Press, Ltd., Hartness, LLC and Marfield, Inc. all provided bids that meet our specifications. Hartness, LLC and Marfield, Inc. both offer the best value on items requested. Funds have been requested in the 2022-2023 budget for purchase of these products and services.

After evaluation and review of the sealed bids, Katie Edwards, Executive Director of Creative Services, and Jeanie Hobbs, Director of Purchasing, recommend award of this sealed bid not to exceed budget funds as follows:

Hartness, LLC	\$66,652.23
Marfield, Inc.	\$565.95
<b>TOTAL ESTIMATED COST</b>	<b>\$67,218.18</b>

**RECOMMENDATION:** The Board of Trustees award sealed bids to vendors as presented.

**ATTACHMENTS:** Tabulation on Sealed Bids for Color and Web Printing Services #SB-01-23

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

**SEALED BID No. SB-01-23 - Color & Web Printing  
Tabulation Sheet by Awarded Vendors**

**HARTNESS, LLC - Weatherford, TX - Vendor #48382**

Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
17	1	JOB	PUBLICATIONS-GENERIC: Brochure 11-144 Size: 8.5x11 flat Quantity: 1,000 No. PP or Sides: 2 Sides Color: 4/4; Process Paper: 80# Coated Text, White Finishing: Tri-Fold Bleed: Yes Full (Brochures Awarded to a Single Vendor)	\$187.90	\$187.90				Award
18	1	JOB	PUBLICATIONS-GENERIC: Brochure 11-344 Size: 8.5x11 Flat Quantity: 3,000 No. PP or Sides: 2 Sides Color: 4/4; Process Paper: 80# Coated Text; White Finishing: Tri-Fold Bleed: Yes Full (Brochures Awarded to a Single Vendor)	\$326.25	\$326.25				Award
19	1	JOB	PUBLICATIONS-GENERIC: Brochure 11-544 Size: 8.5x11 Flat Quantity: 5,000 No. PP or Sides: 2 Sides Color: 4/4; Process Paper: 80# Coated Text; White Finishing: Tri-Fold Bleed: Yes Full (Brochures Awarded to a Single Vendor)	\$372.10	\$372.10				Award
20	1	JOB	PUBLICATIONS-GENERIC: Brochure 11-744 Size: 8.5x11 flat Quantity: 7,000 No. PP or Sides: 2 Sides Color: 4/4; Process Paper: 80# Coated Text, White Finishing: Tri-Fold Bleed: Yes Full (Brochures Awarded to a Single Vendor)	\$651.10	\$651.10				Award

**SEALED BID No. SB-01-23 - Color & Web Printing  
Tabulation Sheet by Awarded Vendors**

**HARTNESS, LLC - Weatherford, TX - Vendor #48382**

Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
21	1	JOB	PUBLICATIONS-GENERIC: Brochure 14-111 Size: 8.5x14 flat Quantity: 1,000 No. PP or Sides: 2 Sides Color: 1/1 black only Paper: 24# Colored bond Finishing: Tri-Fold Bleed: Yes Full (Brochures Awarded to a Single Vendor)	\$165.00	\$165.00				Award
22	1	JOB	PUBLICATIONS-GENERIC: Brochure 14-711 Size: 8.5x14 flat Quantity: 7,000 No. PP or Sides: 2 Sides Color: 1/1 black only Paper: 24# Colored bond Finishing: Tri-Fold Bleed: Yes Full (Brochures Awarded to a Single Vendor)	\$860.00	\$860.00				Award
23	1	JOB	PUBLICATIONS-GENERIC: Brochure 14-144 Size: 8.5x14 flat Quantity: 1,000 No. PP or Sides: 2 Sides Color: 4/4; Process Paper: 80# Coated Text, White Finishing: 4-Panel double parallel fold Bleed: Yes Full (Brochures Awarded to a Single Vendor)	\$274.80	\$274.80				Award
24	1	JOB	PUBLICATIONS-GENERIC: Brochure 14-344 Size: 8.5x14 flat Quantity: 3,000 No. PP or Sides: 2 Sides Color: 4/4; Process Paper: 80# Coated Text, White Finishing: 4-Panel double parallel fold Bleed: Yes Full (Brochures Awarded to a Single Vendor)	\$515.75	\$515.75				Award

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Tabulation Sheet by Awarded Vendors**

**HARTNESS, LLC - Weatherford, TX - Vendor #48382**

Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
25	1	JOB	PUBLICATIONS-GENERIC: Brochure 16.5-144 Size: 16.5x5.25 (flat) 8.25x5.25 folded Quantity: 1,000 No. PP or Sides: 2 Sides Color: 4/4; Process Paper: 80# Coated Text, White Finishing: Single fold in half Bleed: Yes Full (Brochures Awarded to a Single Vendor)	\$440.00	\$440.00				Award
26	1	JOB	PUBLICATIONS-GENERIC: Brochure 16.5-1.544 Size: 16.5x5.25 (flat) 8.25x5.25 folded Quantity: 1,500 No. PP or Sides: 2 Sides Color: 4/4; Process Paper: 80# Coated Text, White Finishing: Single fold in half Bleed: Yes Full (Brochures Awarded to a Single Vendor)	\$586.50	\$586.50				Award
27	1	JOB	PUBLICATIONS-GENERIC: Brochure 16.5-244 Size: 16.5x5.25 (flat) 8.25x5.25 folded Quantity: 2,000 No. PP or Sides: 2 Sides Color: 4/4; Process Paper: 80# Coated Text, White Finishing: Single fold in half Bleed: Yes Full (Brochures Awarded to a Single Vendor)	\$634.95	\$634.95				Award
28	1	JOB	PUBLICATIONS-GENERIC: Brochure 16.5-2.544 Size: 16.5x5.25 (flat) 8.25x5.25 folded Quantity: 2,500 No. PP or Sides: 2 Sides Color: 4/4; Process Paper: 80# Coated Text, White Finishing: Single fold in half Bleed: Yes Full (Brochures Awarded to a Single Vendor)	\$693.00	\$693.00				Award

**SEALED BID No. SB-01-23 - Color & Web Printing  
Tabulation Sheet by Awarded Vendors**

**HARTNESS, LLC - Weatherford, TX - Vendor #48382**

Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
31	1	JOB	PUBLICATIONS-GENERIC: Postcard 5.75-311 Size: 4x5.75 finished Quantity: 3,000 No. PP or Sides: 2 Sides Color: 1/1; 1 PMS Paper: 100#, White Finishing: Cut to size Bleed: Yes Full (All Postcards Awarded to a Single Vendor)	\$242.40	\$242.40				Award
32	1	JOB	PUBLICATIONS-GENERIC: Postcard 5.75-144 Size: 4x5.75 finished Quantity: 1,000 No. PP or Sides: 2 Sides Color: 4/4; Process Paper: 100#, White Finishing: Cut to size Bleed: Yes Full (All Postcards Awarded to a Single Vendor)	\$103.20	\$103.20				Award
33	1	JOB	PUBLICATIONS-GENERIC: Postcard 5.75-344 Size: 4x5.75 finished Quantity: 3,000 No. PP or Sides: 2 Sides Color: 4/4; Process Paper: 100#, White Finishing: Cut to size Bleed: Yes Full (All Postcards Awarded to a Single Vendor)	\$250.20	\$250.20				Award
34	1	JOB	PUBLICATIONS-GENERIC: Postcard 5.75-544 Size: 4x5.75 finished Quantity: 5,000 No. PP or Sides: 2 Sides Color: 4/4; Process Paper: 100#, White Finishing: Cut to size Bleed: Yes Full (All Postcards Awarded to a Single Vendor)	\$288.00	\$288.00				Award

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Tabulation Sheet by Awarded Vendors**

**HARTNESS, LLC - Weatherford, TX - Vendor #48382**

Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
35	1	JOB	PUBLICATIONS-GENERIC: Postcard 5.75-744 Size: 4x5.75 finished Quantity: 7,500 No. PP or Sides: 2 Sides Color: 4/4; Process Paper: 100#, White Finishing: Cut to size Bleed: Yes Full (All Postcards Awarded to a Single Vendor)	\$389.40	\$389.40				Award
36	1	JOB	PUBLICATIONS-GENERIC: Postcard 5.75-1044 Size: 4x5.75 finished Quantity: 10,000 No. PP or Sides: 2 Sides Color: 4/4; Process Paper: 100#, White Finishing: Cut to size Bleed: Yes Full (All Postcards Awarded to a Single Vendor)	\$499.20	\$499.20				Award
37	1	JOB	PUBLICATIONS-GENERIC: Postcard 6-144 Size: 4.25x6 finished Quantity: 1,000 No. PP or Sides: 2 Sides Color: 4/4; Process Paper: 100#, White Finishing: Cut to size Bleed: Yes Full (All Postcards Awarded to a Single Vendor)	\$98.15	\$98.15				Award
38	1	JOB	PUBLICATIONS-GENERIC: Postcard 6-344 Size: 4.25x6 finished Quantity: 3,000 No. PP or Sides: 2 Sides Color: 4/4; Process Paper: 100#, White Finishing: Cut to size Bleed: Yes Full (All Postcards Awarded to a Single Vendor)	\$223.80	\$223.80				Award

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Tabulation Sheet by Awarded Vendors**

**HARTNESS, LLC - Weatherford, TX - Vendor #48382**

Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
39	1	JOB	PUBLICATIONS-GENERIC: Postcard 8.5-311 Size: 5.5x8.5 finished Quantity: 3,000 No. PP or Sides: 2 Sides Color: 1/1; 1 PMS Paper: 100#, White Finishing: Cut to size Bleed: Yes Full (All Postcards Awarded to a Single Vendor)	\$272.30	\$272.30				Award
40	1	JOB	PUBLICATIONS-GENERIC: Postcard 8.5-02544 Size: 5.5x8.5 finished Quantity: 250 No. PP or Sides: 2 Sides Color: 4/4; Process Paper: 100#, White Finishing: Cut to size Bleed: Yes Full (All Postcards Awarded to a Single Vendor)	\$95.65	\$95.65				Award
41	1	JOB	PUBLICATIONS-GENERIC: Postcard 8.5-0544 Size: 5.5x8.5 finished Quantity: 500 No. PP or Sides: 2 Sides Color: 4/4; Process Paper: 100#, White Finishing: Cut to size Bleed: Yes Full (All Postcards Awarded to a Single Vendor)	\$150.00	\$150.00				Award
42	1	JOB	PUBLICATIONS-GENERIC: Postcard 8.5-144 Size: 5.5x8.5 finished Quantity: 1,000 No. PP or Sides: 2 Sides Color: 4/4; Process Paper: 100#, White Finishing: Cut to size Bleed: Yes Full (All Postcards Awarded to a Single Vendor)	\$173.95	\$173.95				Award

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Tabulation Sheet by Awarded Vendors**

**HARTNESS, LLC - Weatherford, TX - Vendor #48382**

Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
43	1	JOB	PUBLICATIONS-GENERIC: Postcard 8.5-244 Size: 5.5x8.5 finished Quantity: 2,000 No. PP or Sides: 2 Sides Color: 4/4; Process Paper: 100#, White Finishing: Cut to size Bleed: Yes Full (All Postcards Awarded to a Single Vendor)	\$301.15	\$301.15				Award
44	1	JOB	PUBLICATIONS-GENERIC: Postcard 8.5-344 Size: 5.5x8.5 finished Quantity: 3,000 No. PP or Sides: 2 Sides Color: 4/4; Process Paper: 100#, White Finishing: Cut to size Bleed: Yes Full (All Postcards Awarded to a Single Vendor)	\$401.95	\$401.95				Award
45	1	JOB	PUBLICATIONS-GENERIC: Postcard 8.5-544 Size: 5.5x8.5 finished Quantity: 5,000 No. PP or Sides: 2 Sides Color: 4/4; Process Paper: 100#, White Finishing: Cut to size Bleed: Yes Full (All Postcards Awarded to a Single Vendor)	\$460.10	\$460.10				Award
48	1	JOB	PUBLICATIONS-SPECIFIC: Greeting Card- Misc. - Small Size: 6.1875 x 9.25 flat (for A-6) Quantity: 50 No. PP or Sides: 2 Sides Color: 4-color process/1; Black Paper: 100# C1S, White Finishing: Single Fold Bleed: Yes	\$66.00	\$66.00				Award

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Tabulation Sheet by Awarded Vendors**

**HARTNESS, LLC - Weatherford, TX - Vendor #48382**

Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
49	1	JOB	PUBLICATIONS-SPECIFIC: Greeting Card- Misc. - Large Size: 6.1875 x 9.25 flat (for A-6) Quantity: 1000 No. PP or Sides: 2 Sides Color: 4-color process/1; Black Paper: 100# C1S, White Finishing: Single Fold Bleed: Yes	\$467.25	\$467.25				Award
50	1	JOB	PUBLICATIONS-SPECIFIC: Greeting Card- Christmas Size: 6.1875 x 9.25 flat (for A-6) Quantity: 500 No. PP or Sides: 2 Sides Color: 4-color process/1; Black Paper: 100# C1S, White Finishing: Single Fold Bleed: Yes	\$372.50	\$372.50				Award
51	1	JOB	PUBLICATIONS-SPECIFIC: Greeting Card- Christmas - Large Size: 5 x 14 flat (for A-7) Quantity: 500 No. PP or Sides: 2 Sides Color: 4-color process/1; Black Paper: 100# Cover, (NOT COATED), White Finishing: Single Fold Bleed: Yes	\$222.50	\$222.50				Award
52	1	JOB	PUBLICATIONS-SPECIFIC: Greeting Card - Small Size: 6.1875 x 9.25 flat (for A-6) Quantity: 50 No. PP or Sides: 1 Side Color: 2/0; Black plus Gold Foil Paper: 100# Cover, (NOT COATED), White Finishing: Single Fold Bleed: No	\$430.20	\$430.20				Award

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**HARTNESS, LLC - Weatherford, TX - Vendor #48382**

Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
53	1	JOB	PUBLICATIONS-SPECIFIC: Greeting Card Size: 6.1875 x 9.25 flat (for A-6) Quantity: 500 No. PP or Sides: 1 Side Color: 2/0; Black plus Gold Foil Paper: 100# Cover, (NOT COATED), White Finishing: Single Fold Bleed: No	\$531.00	\$531.00				Award
54	1	JOB	PUBLICATIONS-SPECIFIC: Invitation - Small Size: 4.25x5.25 (for A-2) Quantity: 50 No. PP or Sides: 2 Sides Color: 4/4; Process Paper: 100# cover, matte, uncoated inside Finishing: Single Fold Bleed: No	\$51.65	\$51.65				Award
55	1	JOB	PUBLICATIONS-SPECIFIC: Invitation - Medium Size: 5x14 (for A7) Quantity: 150 No. PP or Sides: 2 Sides Color: 4/4; Process Paper: 100# cover, matte, uncoated inside Finishing: Single Fold Bleed: No	\$146.00	\$146.00				Award
56	1	JOB	PUBLICATIONS-SPECIFIC: Invitation - Large Size: 4.25x5.25 (for A-2) Quantity: 1,500 No. PP or Sides: 2 Sides Color: 4/4; Process Paper: 100# cover, matte, uncoated inside Finishing: Single Fold Bleed: No	\$306.15	\$306.15				Award

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Tabulation Sheet by Awarded Vendors**

**HARTNESS, LLC - Weatherford, TX - Vendor #48382**

Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
57	1	JOB	PUBLICATIONS-SPECIFIC: Invitation - Small - Foil Size: 4.25x5.25 (for A-2) Quantity: 50 No. PP or Sides: 2 Sides Color: 4-color process + Gold Foil/1; Black Paper: 100# Coated Cover, White Finishing: Single Fold Bleed: No	\$447.20	\$447.20				Award
58	1	JOB	PUBLICATIONS-SPECIFIC: Invitation - Large - Foil Size: 4.25x5.25 (for A-2) Quantity: 1,500 No. PP or Sides: 2 Sides Color: 4-color process + Gold Foil/1; Black Paper: 100# Coated Cover, White Finishing: Single Fold Bleed: No	\$982.00	\$982.00				Award
59	1	JOB	PUBLICATIONS-SPECIFIC: Cards - A1-101 (RSVP) Size: 3.5 x 4.875 (A1) Quantity: 100 No. PP or Sides: 1 Side Color: 1/0; black only Paper: Standard White, 100# cover Finishing: Cut to Size Bleed: No	\$14.08	\$14.08				Award
60	1	JOB	PUBLICATIONS-SPECIFIC: Viewbook - SM Size: 8.5x5.5 finished Quantity: 5,000 No. PP or Sides: 16 pages/self Color: 4/4; Process Paper: 80# House Gloss Book, White-Euroart (.0040 thickness) Finishing: Cut to Size (Trimmed edges)/Saddle Stitch Bleed: Yes-Full/Throughout	\$1,177.60	\$1,177.60				Award

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**HARTNESS, LLC - Weatherford, TX - Vendor #48382**

Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
61	1	JOB	PUBLICATIONS-SPECIFIC: Viewbook - M Size: 8.5x5.5 finished Quantity: 10,000 No. PP or Sides: 16 pages/self Color: 4/4; Process Paper: 80# House Gloss Book, White-Euroart (.0040 thickness) Finishing: Cut to Size(Trimmed edges)/Saddle stitch Bleed: Yes-Full/Throughout	\$1,974.70	\$1,974.70				Award
62	1	JOB	PUBLICATIONS-SPECIFIC: Sports Recruitment Pamphlet Size: 16.625 x 8.5 flat, 5.5x8.5 folded Quantity: 150 No. PP or Sides: 2 sides Color: 4/4; Process Paper: 100# gloss cover Finishing: trim, fold, score Bleed: Yes-Full	\$282.00	\$282.00				Award
63	1	JOB	PUBLICATIONS-SPECIFIC: Sports Recruitment Magazine (M) Size: 8.5x11 finished Quantity: 250 No. PP or Sides: 8 pages/self cover Color: 4/4; Process Paper: 80# coated text, white Finishing: Fold/Saddle/Trim Bleed: Yes-Full Throughout	\$352.50	\$352.50				Award
64	1	JOB	PUBLICATIONS-SPECIFIC: Sports Recruitment Magazine (L) Size: 8.5x11 finished Quantity: 250 No. PP or Sides: 12 pages/self-cover Color: 4/4; Process Paper: 80# Coated text, white Finishing: Fold, Cut to size, saddle stitch Bleed: Yes-Throughout	\$497.50	\$497.50				Award

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Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
65	1	JOB	PUBLICATIONS-SPECIFIC: Rodeo Media Guide Size: 8.5x11 finished Quantity: 250 No. PP or Sides: 20 pages/separate cover Color: Cover: 4/1 - Body: 1/1, Black only Paper: 80# Coated Cover, White/60# Coated Text, White Finishing: Fold/Saddle/Trim Bleed: Yes-Full/Throughout	\$1,077.50	\$1,077.50				Award
66	1	JOB	PUBLICATIONS-SPECIFIC: Commencement Program Size: 5.5x8.5 finished Quantity: 2,000 No. PP or Sides: 28 pages plus cover Color: 1/1; Black only Paper: 80# Cream Royal Sundance Fiber Cover/60# Uncoated Text, Ivory Finishing: Fold/Saddle/Trim Bleed: No	\$2,060.00	\$2,060.00				Award
67	1	JOB	PUBLICATIONS-SPECIFIC: Campus Map Size: 8.5x11 Quantity: 1,000 No. PP or Sides: 2 Sides Color: 1/1; Black only Paper: 100# Uncoated text, white Finishing: None Bleed: No	\$105.00	\$105.00				Award
68	1	JOB	PUBLICATIONS-SPECIFIC: Talent Search Application Size: 11x17 flat Quantity: 1,500 No. PP or Sides: 2 Sides Color: 4-color process/1; Black Paper: 80# white offset Finishing: Single Fold Bleed: No	\$525.00	\$525.00				Award

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Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
69	1	JOB	PUBLICATIONS-SPECIFIC: Community/Program Handout (SM) Size: 3.625x8.5 Quantity: 500 No. PP or Sides: 1 Side Color: 4/4; Process Paper: 100# White Cover, Uncoated Finishing: Cut to size Bleed: No	\$62.95	\$62.95				Award
70	1	JOB	PUBLICATIONS-SPECIFIC: Community/Program Handout (M) Size: 3.625x8.5 Quantity: 1,000 No. PP or Sides: 1 Side Color: 4/4; Process Paper: 100# White Cover, Uncoated Finishing: Cut to size Bleed: No	\$130.95	\$130.95				Award
72	1	JOB	PUBLICATIONS-SPECIFIC: Locker Tags Size: 1-15/16" x 12" finished Quantity: 30 No. PP or Sides: 1 Side Color: 4/4; Process Paper: 120# cardstock, white Finishing: Laminate, cut to size Bleed: Yes - Full	\$38.35	\$38.35				Award
73	1	JOB	PUBLICATIONS-SPECIFIC: Reserved Athletic Tickets Size: 3.5x2 Quantity: 148 No. PP or Sides: 2 sided Color: 4/4; Process Paper: 80# white coated cover Finishing: Cut to size Bleed: Yes - Full	\$24.45	\$24.45				Award

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Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
74	1	JOB	PUBLICATIONS-SPECIFIC: Athletic Schedule card Size: 3.5x2 Quantity: 250 No. PP or Sides: 2 sides Color: 4-color process/2; Black plus PMS 872 Paper: 80# white coated cover Finishing: Cut to Size Bleed: Yes	\$29.25	\$29.25				Award
76	1	JOB	PUBLICATIONS-SPECIFIC: Recruitment Trifold Size: 16.625 x 8.5 flat Quantity: 5,000 No. PP or Sides: 2 sides Color: 4/4; Process Paper: 100# white cover, coated 2 sides Finishing: trifold/cut to size Bleed: Yes-Full	\$1,507.00	\$1,507.00				Award
77	1	JOB	PUBLICATIONS-SPECIFIC: Fancy Departmental Brochure Size: 5.96x9 finished (23.875x9 flat) Quantity: 1,000 No. PP or Sides: 2 sided Color: 4/4; Process Paper: 100# white cover, uncoated 2 sides Finishing: Double gate fold/cut to size Bleed: Yes-Full	\$1,414.60	\$1,414.60				Award
78	1	JOB	PUBLICATIONS-SPECIFIC: Coyote Village Living Guide Size: 5.5x8.5 finished Quantity: 300 No. PP or Sides: 32 pages plus cover Color: Cover: 1/1; black only Body: 1/1; black only Paper: Cover: any color cardstock; Body: 50# Uncoated Text/offset white Finishing: Fold; Saddle staple Bleed: Yes-Throughout	\$372.00	\$372.00				Award

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Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
79	1	JOB	PUBLICATIONS-SPECIFIC: Presidential Annual Report Size: 8.5" x 11" finished Quantity: 600 No. PP or Sides: 36 pages plus cover Color: 4/4 Paper: Body: 100# Silk Text, White; Cover: 100# Gloss Cover, White Finishing: Fold/Perfect Bind Bleed: Yes - Throughout	\$5,554.00	\$5,554.00			Delivery: 10-15 Business Days	Award
80	1	JOB	PUBLICATIONS-SPECIFIC: Presidential Annual Report Tag Size: 3 in W x7.5 in H Quantity: 500 No. PP or Sides: 1 Side Color: 1/0; PMS 872 Thermography Paper: 100# Cover, white Finishing: Score at 2 inches from the top Bleed: No	\$243.20	\$243.20				Award
81	1	JOB	PUBLICATIONS-SPECIFIC: Welcome Center Planner Size: 8.5" x 11" finished Quantity: 1,200 No. PP or Sides: Standard weekly & Monthly Calendar insert + cover Color: 4/4 cover; 1/1 black only body Paper: 1.4 C1S# gloss cover w/UV coated outside, 60# offset Opaque uncoated inside Finishing: Fold/Saddle/Trim Bleed: Yes-Full	\$7,870.00	\$7,870.00				Award
82	1	JOB	PUBLICATIONS-SPECIFIC: Welcome Center Folder Size: 9"x12" finished Quantity: 1,200 No. PP or Sides: 2 sides Color: 4-color process/2; 2 PMS colors Paper: 100# Cover with UV coating outside, white Finishing: Fold in half and pockets on both insides Bleed: Yes-Full	\$1,588.80	\$1,588.80				Award

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**HARTNESS, LLC - Weatherford, TX - Vendor #48382**

Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
83	1	JOB	PUBLICATIONS-SPECIFIC: Summer Musical Program Size: 8.5x5.5 finished Quantity: 1,500 No. PP or Sides: 12/self cover Color: 4/4; Process Paper: 80# House Gloss Book, White Finishing: Fold/Saddle/Trim Bleed: Yes-Full, throughout	\$753.35	\$753.35				Award
84	1	JOB	PUBLICATIONS-SPECIFIC: The Hilltop Printing Size: 8.5x11 finished Quantity: 7,000 No. PP or Sides: 12 pages+cover Color: 4/4; Process Paper: Cover: 80# Coated Cover, White; Body: 80# Coated Text, White Finishing: Fold/Saddle/Trim Bleed: Yes-Full, throughout	\$4,836.60	\$4,836.60				Award
88	1	JOB	FORMS: Withdrawal Size: 8.5x7 finished Quantity: 5,000 No. PP or Sides: Single side Color: 1/0; Black only (w/security area pts. 2,3,4) Paper: 4pt NCR - White/Yellow/Pink/Gold - Shrink wrap in 100s Finishing: Cut to size; glue left side Bleed: No	\$1,040.10	\$1,040.10				Award
89	1	JOB	FORMS: Form 5.5-102 Size: 5.5x8.5 finished Quantity: 1,000 No. PP or Sides: Single side Color: 1/0; Black only Paper: 2pt NCR Finishing: Cut to size, glue Bleed: No	\$157.30	\$157.30				Award

**SEALED BID No. SB-01-23 - Color & Web Printing  
Tabulation Sheet by Awarded Vendors**

**HARTNESS, LLC - Weatherford, TX - Vendor #48382**

Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
90	1	JOB	FORMS: Form 5.5-502 Size: 5.5x8.5 finished Quantity: 5,000 No. PP or Sides: Single side Color: 1/0; Black only Paper: 2pt NCR Finishing: Cut to size; glue - Shrink wrap in 100s Bleed: No	\$581.85	\$581.85				Award
91	1	JOB	FORMS: Form 5.5-253 Size: 5.5x8.5 finished Quantity: 2,500 No. PP or Sides: Single side Color: 1/0; Black only Paper: 3pt NCR Finishing: Cut to size/glue Bleed: No	\$434.50	\$434.50				Award
92	1	JOB	FORMS: Form 5.5-253 Number - Rec of Receipt Size: 5.5x8.5 finished Quantity: 2,500 No. PP or Sides: Single Side Color: 1/0; Black only Paper: 3pt NCR Finishing: Cut to size/glue/NUMBER Bleed: No	\$472.95	\$472.95				Award
93	1	JOB	FORMS: Form 8.5-032 Size: 8.5x11 Quantity: 300 No. PP or Sides: Single side Color: 1/0; Black only Paper: 2 pt NCR Finishing: Glue Bleed: No	\$103.40	\$103.40				Award

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**HARTNESS, LLC - Weatherford, TX - Vendor #48382**

Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
94	1	JOB	FORMS: Form 8.5-052 Size: 8.5x11 flat Quantity: 500 No. PP or Sides: Single side Color: 1/0; Black only Paper: 2 pt NCR Finishing: Glue Bleed: No	\$137.50	\$137.50				Award
95	1	JOB	FORMS: Form 8.5-1002 Size: 8.5x11 Quantity: 10,000 No. PP or Sides: Single side Color: 1/0; Black only Paper: 2pt NCR - Shrink wrap in 100s Finishing: Glue - Shrink wrap in 100s Bleed: No	\$1,103.45	\$1,103.45				Award
96	1	JOB	FORMS: Form 8.5-252 Size: 8.5x11 Quantity: 2,500 No. PP or Sides: Single side Color: 1/0; Black only Paper: 2 pt NCR Finishing: Glue Bleed: No	\$383.80	\$383.80				Award
97	1	JOB	FORMS: Form 8.5-033 Size: 8.5x11 Quantity: 300 No. PP or Sides: Single Color: 1/0; Black only Paper: 3 pt NCR Finishing: Glue Bleed: No	\$135.30	\$135.30				Award
98	1	JOB	FORMS: Form 8.5-053 Size: 8.5x11 Quantity: 500 No. PP or Sides: Single Color: 1/0; Black only Paper: 3pt NCR - White/Yellow/Pink Finishing: Glue Bleed: No	\$189.20	\$189.20				Award

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Tabulation Sheet by Awarded Vendors**

**HARTNESS, LLC - Weatherford, TX - Vendor #48382**

Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
99	1	JOB	FORMS: Form 8.5-203 Size: 8.5x11 Quantity: 2,000 No. PP or Sides: Single side Color: 1/0; Black only Paper: 3pt NCR - White/Yellow/Pink Finishing: Glue Bleed: No	\$446.25	\$446.25				Award
100	1	JOB	FORMS: Form 8.5-503 Size: 8.5x11 Quantity: 5,000 No. PP or Sides: Single side Color: 1/0; Black only Paper: 3pt NCR - White/Yellow/Pink Finishing: Glue Bleed: No	\$778.50	\$778.50				Award
101	1	JOB	FORMS: Form 8.5-254 Size: 8.5x11 Quantity: 2,500 No. PP or Sides: Single side Color: 1/0; Black only Paper: 4pt NCR Finishing: Glue - Shrink wrap in 100s Bleed: No	\$626.40	\$626.40				Award
102	1	JOB	FORMS: Form 14-104 Size: 8.5x14 +Snap off Quantity: 1.000 No. PP or Sides: Single side Color: 1/0; Black only Paper: 4pt NCP - White/Yellow/Pink/Blue Finishing: Snap off Perf top - shrink wrap in 50s Bleed: No	\$586.60	\$586.60				Award

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Tabulation Sheet by Awarded Vendors**

**HARTNESS, LLC - Weatherford, TX - Vendor #48382**

Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
103	1	JOB	FORMS: Vehicle Registration Size: 7x3.5 finished Quantity: 1,000 No. PP or Sides: Single side Color: 1/0; Black only Paper: 2pt. NCR White/Pink - Shrink wrap in 100s Finishing: Glue Bleed: No	\$160.90	\$160.90				Award
104	1	JOB	FORMS: Parking Citations Size: 8.5x3.5 Quantity: 4,000 No. PP or Sides: Single side Color: 1/0; Black only Paper: 2pt NCR CB White/Manila Tag - (3.5x7.25 Detached) Finishing: Perforate; bind with wrap cover; number Bleed: No	\$707.95	\$707.95				Award
105	1	JOB	FORMS: Warning Citations Size: 9.25x4.25 in book Quantity: 500 No. PP or Sides: Single side Color: 1/0; Black only Paper: 2pt NCR CB White/Manila Tag - (8.25 x4.25 Detached) Finishing: Perforate; numbered, bind with wrap cover Bleed: No	\$288.80	\$288.80				Award
106	1	JOB	FORMS: Trespass Warning Size: 8.5x3.5 Quantity: 1,000 No. PP or Sides: Single side Color: 1/0; Black only Paper: 3pt NCR CB White/Yellow/Pink - (3.5x7.25 Detached) Finishing: Perforate; bind with wrap cover(Manilla tag) in books of 50; number Bleed: No	\$277.85	\$277.85				Award

**SEALED BID No. SB-01-23 - Color & Web Printing  
Tabulation Sheet by Awarded Vendors**

**HARTNESS, LLC - Weatherford, TX - Vendor #48382**

Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
107	1	JOB	FORMS: Incident Tickets Size: 9.25x4.25 in book Quantity: 500 No. PP or Sides: 1/0 white; 1/1 blue and manilla Color: 1/0 white; 1/1 blue and manilla, Black only Paper: 2pt NCR CB White/Blue/Manila Tag - (8.25 x4.25 Detached) Finishing: Perforate; bind with wrap cover(Manilla tag); number Bleed: No	\$354.10	\$354.10				Award
109	1	JOB	FORMS: Baseball Lineup card Size: 5.5x8.5 Quantity: 250 No. PP or Sides: Single side Color: 1/0; Black only Paper: 4pt NCR - White/Yellow/Pink/card stock Finishing: Glue Bleed: No	\$169.40	\$169.40				Award
123	1	JOB	STATIONERY-GENERIC: ECGB Student Card Size: 3.5x2 Quantity: 1,000 No. PP or Sides: 2 sides Color: 1/1 black Paper: 80# Uncoated Cover Finishing: Cut to size Bleed: No	\$34.35	\$34.35				Award
124	1	JOB	STATIONERY-GENERIC: Notepads HP2050 Size: 5.5x8.5 finished Quantity: 20 pads of 50 sheets No. PP or Sides: Single side Color: 2/0; Black plus 1 PMS Paper: 50# Uncoated Text, White Finishing: Pad, Glue, Trim Bleed: No	\$115.00	\$115.00				Award

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Tabulation Sheet by Awarded Vendors**

**HARTNESS, LLC - Weatherford, TX - Vendor #48382**

Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
127	1	JOB	STATIONERY-GENERIC: Envelopes 10-101 Size: #10 Quantity: 10,000 No. PP or Sides: Single side Color: 1/0; Black only Paper: 24# Smooth Bond, White Finishing: None Bleed: No  (Envelopes will be awarded to a single vendor.)	\$625.85	\$625.85				Award
128	1	JOB	STATIONERY-GENERIC: Envelopes 10-11 Size: #10 Quantity: 1,000 No. PP or Sides: Single side Color: 1/0; Black only Paper: 24# Smooth Bond, White Finishing: None Bleed: No (Envelopes will be awarded to a single vendor.)	\$111.40	\$111.40				Award
129	1	JOB	STATIONERY-GENERIC: Envelopes 10-51 Size: #10 Quantity: 5,000 No. PP or Sides: Single side Color: 1/0; Black only Paper: 24# Smooth Bond, White Finishing: None Bleed: No  (Envelopes will be awarded to a single vendor.)	\$346.20	\$346.20				Award

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Tabulation Sheet by Awarded Vendors**

**HARTNESS, LLC - Weatherford, TX - Vendor #48382**

Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
130	1	JOB	STATIONERY-GENERIC: Envelopes 9-101 - Return Size: #9 Quantity: 10,000 No. PP or Sides: Single side Color: 1/0; Black only Paper: 24# Smooth Bond, White Finishing: None Bleed: No  (Envelopes will be awarded to a single vendor.)	\$621.90	\$621.90				Award
131	1	JOB	STATIONERY-GENERIC: Envelopes 9-51 - Return Size: #9 Quantity: 5,000 No. PP or Sides: Single side Color: 1/0; Black only Paper: 24# Smooth Bond, White Finishing: None Bleed: No  (Envelopes will be awarded to a single vendor.)	\$346.20	\$346.20				Award
132	1	JOB	STATIONERY-GENERIC: Envelopes 9-11 - Return Size: #9 Quantity: 1,000 No. PP or Sides: Single side Color: 1/0; Black only Paper: 24# Smooth Bond, White Finishing: None Bleed: No  (Envelopes will be awarded to a single vendor.)	\$111.40	\$111.40				Award

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Tabulation Sheet by Awarded Vendors**

**HARTNESS, LLC - Weatherford, TX - Vendor #48382**

Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
133	1	JOB	STATIONERY-GENERIC: Envelopes A2-051 Size: 5.75x4.375 Quantity: 50 No. PP or Sides: Single side; Address printed on flap Color: 1/0; Black only Paper: 24# Writing, White Finishing: None Bleed: No  (Envelopes will be awarded to a single vendor.)	\$10.00	\$10.00				Award
134	1	JOB	STATIONERY-GENERIC: Envelopes A2-151 Size: 5.75x4.375 Quantity: 1,500 No. PP or Sides: Single side; Address printed on flap Color: 1/0; Black only Paper: 24# Writing, White Finishing: None Bleed: No  (Envelopes will be awarded to a single vendor.)	\$190.75	\$190.75				Award
135	1	JOB	STATIONERY-GENERIC: Envelopes A6-015 Size: 6.5x4.75 Quantity: 50 No. PP or Sides: Single side; Address printed on flap Color: 1/0; Black only Paper: 24# Writing, White Finishing: None Bleed: No  (Envelopes will be awarded to a single vendor.)	\$11.00	\$11.00				Award

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**HARTNESS, LLC - Weatherford, TX - Vendor #48382**

Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
136	1	JOB	STATIONERY-GENERIC: Envelopes A6-051 Size: 6.5x4.75 Quantity: 500 No. PP or Sides: Single side; Address printed on flap Color: 1/0; Black only Paper: 24# Writing, White Finishing: None Bleed: No  (Envelopes will be awarded to a single vendor.)	\$73.10	\$73.10				Award
137	1	JOB	STATIONERY-GENERIC: Envelopes A6-101 Size: 6.5x4.75 Quantity: 1,000 No. PP or Sides: Single side; Address printed on flap Color: 1/0; Black only Paper: 24# Writing, White Finishing: None Bleed: No  (Envelopes will be awarded to a single vendor.)	\$136.15	\$136.15				Award
138	1	JOB	STATIONERY-GENERIC: Envelopes A7-0701 Size: 5.25x7.25 Quantity: 700 No. PP or Sides: Single side; Address printed on flap Color: 1/0; Black only Paper: 24# Writing, White Finishing: None Bleed: No  (Envelopes will be awarded to a single vendor.)	\$98.40	\$98.40				Award

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**HARTNESS, LLC - Weatherford, TX - Vendor #48382**

Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
139	1	JOB	STATIONERY-GENERIC: Envelopes A1-101 Size: 3.625 x 5.125 (A1) Quantity: 100 No. PP or Sides: Single sided; Address on front Color: 1/0; Black only Paper: 24# Writing, White Finishing: None Bleed: No  (Envelopes will be awarded to a single vendor.)	\$13.80	\$13.80				Award
140	1	JOB	STATIONERY-GENERIC: Envelopes SECW-51- Security Size: #10 Quantity: 5,000 No. PP or Sides: Single sided Color: 1/0; Black only Paper: White Window - Security Finishing: None Bleed: No  (Envelopes will be awarded to a single vendor.)	\$423.50	\$423.50				Award
141	1	JOB	STATIONERY-GENERIC: Envelopes SW-51 - Std Window Size: #10 Quantity: 5,000 No. PP or Sides: Single sided Color: 1/0; Black only Paper: White Window -Standard Finishing: None Bleed: No  (Envelopes will be awarded to a single vendor.)	\$410.50	\$410.50				Award

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**HARTNESS, LLC - Weatherford, TX - Vendor #48382**

Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
142	1	JOB	STATIONERY-GENERIC: Envelopes 9-SECW-51-Security Size: #9 Quantity: 5,000 No. PP or Sides: Single sided Color: 1/0; Black only Paper: White Window - Security Finishing: None Bleed: No  (Envelopes will be awarded to a single vendor.)	\$421.60	\$421.60				Award
143	1	JOB	STATIONERY-GENERIC: 9x12 Envelope Size: 9x12 Quantity: 1,000 No. PP or Sides: Single sided Color: 1/0; Black only Paper: White Finishing: Open End Bleed: No  (Envelopes will be awarded to a single vendor.)	\$265.00	\$265.00				Award
145	1	JOB	STATIONERY-GENERIC: Mailing Labels-121 Size: 4x3-1/3 Quantity: 1,200 No. PP or Sides: Single sided Color: 1/0; 1 PMS Paper: Standard sheet of 4x3-1/3 labels, 6-up, White Finishing: None Bleed: No	\$169.00	\$169.00				Award

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**HARTNESS, LLC - Weatherford, TX - Vendor #48382**

Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
146	1	JOB	STATIONERY-GENERIC: Mailing Labels-061 Size: 4x3-1/3 Quantity: 600 No. PP or Sides: Single side Color: 1/0; 1 PMS Paper: Standard sheet of 4x3-1/3 labels, 6-up, White Finishing: None Bleed: No	\$95.00	\$95.00				Award
147	1	JOB	STATIONERY-GENERIC: Mailing Labels-602 Size: 4x3-1/3 Quantity: 6,000 No. PP or Sides: Single side Color: 2/0; Black + PMS 872 Paper: Standard sheet of 4x3-1/3 labels, 6-up, White Finishing: None Bleed: No	\$670.00	\$670.00				Award
148	1	JOB	STATIONERY-GENERIC: Mailing Labels-062 Size: 4x3-1/3 Quantity: 600 No. PP or Sides: Single side Color: 2/0; Black + PMS 872 Paper: Standard sheet of 4x3-1/3 labels, 6-up, White Finishing: None Bleed: No	\$95.00	\$95.00				Award
149	1	JOB	STATIONERY-GENERIC: Labels- Gold - Seal-3 Size: 2" round Quantity: 3,000 No. PP or Sides: Single side Color: Embossed image Paper: Roll labels, Gold Metallic Finishing: None Bleed: No	\$493.55	\$493.55				Award

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Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
150	1	JOB	STATIONERY-GENERIC: Labels- Gold - Seal- 1 Size: 2" round Quantity: 1,000 No. PP or Sides: Single side Color: Embossed image Paper: Roll labels, Gold Metallic Finishing: None Bleed: No	\$299.65	\$299.65				Award
154	1	JOB	STATIONERY-COLLEGE: Letterhead- Departmental BW Size: 8.5x11 Quantity: 500 No. PP or Sides: Single side Color: 1/0; Black only Paper: 24# Writing, White Finishing: None Bleed: No  (Departmental BW Letterhead and Envelopes will be awarded to a single vendor.)	\$51.00	\$51.00				Award
155	1	JOB	STATIONERY-COLLEGE: Envelope- Departmental BW Size: #10 Quantity: 500 No. PP or Sides: Single side Color: 1/0; Black only Paper: 24# Writing, White Finishing: None Bleed: No  (Departmental BW Letterhead and Envelopes will be awarded to a single vendor.)	\$46.00	\$46.00				Award

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**HARTNESS, LLC - Weatherford, TX - Vendor #48382**

Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
157	1	JOB	STATIONERY-COLLEGE: Letterhead- Departmental Size: 8.5x11 Quantity: 500 No. PP or Sides: Single side Color: 2/0; Black plus PMS 872 Gold Paper: 24# Writing, White - Laser compatible Finishing: None Bleed: No  (Departmental Letterhead and Envelopes will be awarded to a single vendor.)	\$82.50	\$82.50				Award
158	1	JOB	STATIONERY-COLLEGE: Envelopes- Departmental Size: #10 Quantity: 500 No. PP or Sides: Single side Color: 2/0; Black plus PMS 872 Gold Paper: 24# Writing, White - Laser compatible Finishing: None Bleed: No  (Departmental Letterhead and Envelopes will be awarded to a single vendor.)	\$81.00	\$81.00				Award

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**HARTNESS, LLC - Weatherford, TX - Vendor #48382**

Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
160	1	JOB	STATIONERY-COLLEGE: Letterhead- Presidential Size: 8.5x11 Quantity: 500 No. PP or Sides: Single side Color: 2/0; Black plus Gold Foil - Laser compatible Paper: 24# Capitol Bond, Linen Finish, Classic Natural White - Laser compatible Finishing: None Bleed: No  (Presidential Letterhead and Envelopes will be awarded to a single vendor.)	\$297.20	\$297.20				Award
161	1	JOB	STATIONERY-COLLEGE: Envelopes- Presidential Size: #10 Quantity: 500 No. PP or Sides: Single side Color: 2/0; Black plus Gold Foil - Laser compatible Paper: 24# Capitol Bond, Linen Finish, Classic Natural White - Laser compatible Finishing: None Bleed: No  (Presidential Letterhead and Envelopes will be awarded to a single vendor.)	\$358.80	\$358.80				Award

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**HARTNESS, LLC - Weatherford, TX - Vendor #48382**

Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
163	1	JOB	STATIONERY-COLLEGE: Letterhead- Bookstore Size: 8.5x11 Quantity: 2,500 No. PP or Sides: Single side Color: 2/0; Black plus PMS 872 Gold Paper: 24# Capitol Bond, White - Laser compatible Finishing: Boxed in 500s Bleed: No  (Bookstore Letterhead and Envelopes will be awarded to a single vendor.)	\$425.70	\$425.70				Award
164	1	JOB	STATIONERY-COLLEGE: Envelopes- Bookstore Size: #10 Quantity: 2,500 No. PP or Sides: Single sided Color: 2/0; Black plus PMS 872 Gold Paper: 24# Match Capitol Bond, Writing, White - Laser compatible Finishing: Boxed in 500s Bleed: No  (Bookstore Letterhead and Envelopes will be awarded to a single vendor.)	\$498.35	\$498.35				Award
166	1	JOB	STATIONERY-COLLEGE: Quality Christmas Cards - President Size: 5x7 folded (10x7 flat) Quantity: 250 No. PP or Sides: Double sided Color: 4/1; 4cp/black Paper: 80# Classic Linen Cover , Solar White Finishing: folded in half/shrink-wrapped in 50s Bleed: No (Christmas Cards and Envelopes will be awarded to a single vendor.)	\$173.05	\$173.05				Award

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**HARTNESS, LLC - Weatherford, TX - Vendor #48382**

Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
167	1	JOB	STATIONERY-COLLEGE: A-7 Envelopes - President Size: A-7 (5.25 x 7.25) Quantity: 250 No. PP or Sides: Single side Color: 1/0; Black printed on flap Paper: Match Classic Linen, Solar White (recommend envelope weight, nice) Finishing: shrink wrapped in 50s Bleed: No (Christmas Cards and Envelopes will be awarded to a single vendor.)	\$63.00	\$63.00				Award
169	1	JOB	STATIONERY-COLLEGE: Quality Christmas Cards - Cabinet Size: 5x7 folded (10x7 flat) Quantity: 500 No. PP or Sides: Double sided Color: 4/1; 4cp/black Paper: 80# Classic Linen Cover , Solar White Finishing: folded in half/shrink-wrapped in 50s Bleed: No (Christmas Cards and Envelopes will be awarded to a single vendor.)	\$325.40	\$325.40				Award
170	1	JOB	STATIONERY-COLLEGE: A-7 Envelopes - Cabinet Size: A-7 (5.25 x 7.25) Quantity: 500 No. PP or Sides: Single side Color: 1/0; Black printed on flap Paper: Match Classic Linen, Solar White (recommend envelope weight, nice) Finishing: shrink wrapped in 50s Bleed: No (Christmas Cards and Envelopes will be awarded to a single vendor.)	\$121.00	\$121.00				Award

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**HARTNESS, LLC - Weatherford, TX - Vendor #48382**

Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
172	1	JOB	STATIONERY-COLLEGE: Cards Size: 5x7 folded (10x7 flat) Quantity: 100 No. PP or Sides: Double sided Color: 4/4 process Paper: 100# C1S, White Finishing: folded in half/shrink-wrapped in 50s Bleed: Yes (Cards and Envelopes will be awarded to a single vendor.)	\$135.80	\$135.80				Award
173	1	JOB	STATIONERY-COLLEGE: A-7 Envelopes Size: A-7 (5.25 x 7.25) Quantity: 100 No. PP or Sides: Single side Color: 1/0; Black printed on flap Paper: 28# Writing , White Finishing: shrink wrapped in 50s Bleed: No (Cards and Envelopes will be awarded to a single vendor.)	\$23.05	\$23.05				Award
175	1	JOB	STATIONERY-COLLEGE: Thank You Notes Size: 4.25x5.5 folded Quantity: 1,000 No. PP or Sides: Single side Color: 2/0; Black plus Gold Foil Paper: 28# Writing , White Finishing: folded in half/shrink wrapped in 50s Bleed: No  (Thank You Notes and Envelopes will be awarded to a single vendor.)	\$479.60	\$479.60				Award

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**HARTNESS, LLC - Weatherford, TX - Vendor #48382**

Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
176	1	JOB	STATIONERY-COLLEGE: A-2 Envelopes Size: A-2 Baronial Quantity: 1,000 No. PP or Sides: Single side Color: 1/0; Black printed on flap Paper: 28# Writing , White Finishing: shrink wrapped in 50s Bleed: No  (Thank You Notes and Envelopes Will be awarded to a single vendor.)	\$132.05	\$132.05				Award
178	1	JOB	STATIONERY-COLLEGE: Thank You Notes - SM Size: 4.25x5.5 folded Quantity: 50 No. PP or Sides: Single side Color: 2/0; Black plus Gold Foil Paper: 28# Writing , White Finishing: folded in half/shrink wrapped in 50s Bleed: No  (Thank You Notes - SM and Envelopes Will be awarded to a single vendor.)	\$354.40	\$354.40				Award
179	1	JOB	STATIONERY-COLLEGE: A-2 Envelopes Size: A-2 Baronial Quantity: 50 No. PP or Sides: Single side Color: 1/0; Black printed on flap Paper: 28# Writing , White Finishing: shrink wrapped in 50s Bleed: No  (Thank You Notes - SM and a-2 Baronial Envelopes will be awarded to a single vendor.)	\$13.60	\$13.60				Award

**SEALED BID No. SB-01-23 - Color & Web Printing  
Tabulation Sheet by Awarded Vendors**

**HARTNESS, LLC - Weatherford, TX - Vendor #48382**

Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
181	1	JOB	STATIONERY-COLLEGE: President Notecards Size: 4.25x5.5 finished (To fit A-2 Env.) Quantity: 250 No. PP or Sides: Single Side Color: 2/0; Black plus Gold Foil Paper: 80# text Ivory Royal Silk or White Astroparche or equivalent Finishing: Single fold Bleed: No  (President Notecards and Envelopes will be awarded to a single vendor.)	\$400.80	\$400.80				Award
182	1	JOB	STATIONERY-COLLEGE: A-2 Envelopes Size: A-2 Quantity: 250 No. PP or Sides: Single Side Color: 1/0;Black Paper: 80# text Ivory Royal Silk or White Astroparche or equivalent Finishing: None Bleed: No  (President Notecards and Envelopes will be awarded to a single vendor.)	\$56.55	\$56.55				Award
184	1	JOB	STATIONERY-COLLEGE: President Notecards - SM Size: 4.25x5.5 finished (To fit A-2 Env.) Quantity: 50 No. PP or Sides: Single Side Color: 2/0; Black plus Gold Foil Paper: 80# text Ivory Royal Silk or White Astroparche or equivalent Finishing: Single fold Bleed: No  (President Notecards-SM and Envelopes will be awarded to a single vendor.)	\$352.80	\$352.80				Award

**SEALED BID No. SB-01-23 - Color & Web Printing  
Tabulation Sheet by Awarded Vendors**

**HARTNESS, LLC - Weatherford, TX - Vendor #48382**

Vendor Number: 48382

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
185	1	JOB	STATIONERY-COLLEGE: A-2 Envelopes Size: A-2 Quantity: 50 No. PP or Sides: Single Side Color: 1/0;Black Paper: 80# text Ivory Royal Silk or White Astroparche or equivalent Finishing: None Bleed: No  (President Notecards-SM and Envelopes will be awarded to a single vendor.)	\$12.35	\$12.35				Award
229	1	JOB	PUBLICATIONS-SPECIFIC: Posters Size: 24" x 36" finished Quantity: 10 No. PP or Sides: 1 side Color: 4/0; process Paper: Matte coated; 170 gsm Finishing: Cut to size Bleed: Yes-Full	\$184.25	\$184.25				Award
230	1	JOB	STATIONERY-GENERIC: Envelopes - Payroll - Security, Two Windows Size: 5.5" x 9.125" Quantity: 1,000 No. PP or Sides: Single Sided Color: 1/0; Black only Paper: White window - security Finishing: None Bleed: No	\$488.95	\$488.95				Award

Items Bid On: 132

**HARTNESS, LLC - Weatherford, TX Total: \$66,652.23**

**MARFIELD, INC. - Carrollton, TX - Vendor #48401**

Vendor Number: 48401

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
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**SEALED BID No. SB-01-23 - Color & Web Printing  
Tabulation Sheet by Awarded Vendors**

**MARFIELD, INC. - Carrollton, TX - Vendor #48401**

Vendor Number: 48401

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
114	1	JOB	STATIONERY-GENERIC: Business Cards Size: 3.5x2 Quantity: 250 No. PP or Sides: Single side Color: 2/0; Black plus PMS 872 - THERMOGRAPHY Paper: 80# Uncoated Cover Finishing: Cut to size Bleed: No (Business cards will be awarded to a single vendor)	\$34.30	\$34.30				Award
115	1	JOB	STATIONERY-GENERIC: Business Cards Size: 3.5x2 Quantity: 500 No. PP or Sides: Single side Color: 2/0; Black plus PMS 872 - THERMOGRAPHY Paper: 80# Uncoated Cover Finishing: Cut to size Bleed: No (Business cards will be awarded to a single vendor)	\$44.30	\$44.30				Award
116	1	JOB	STATIONERY-GENERIC: Business Cards Size: 3.5x2 Quantity: 1,000 No. PP or Sides: Single side Color: 2/0; Black plus PMS 872 - THERMOGRAPHY Paper: 80# Uncoated Cover Finishing: Cut to size Bleed: No (Business cards will be awarded to a single vendor)	\$55.40	\$55.40				Award

**SEALED BID No. SB-01-23 - Color & Web Printing  
Tabulation Sheet by Awarded Vendors**

**MARFIELD, INC. - Carrollton, TX - Vendor #48401**

Vendor Number: 48401

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
117	1	JOB	STATIONERY-GENERIC: Business Cards Size: 3.5x2 Quantity: 1,500 No. PP or Sides: Single side Color: 2/0; Black plus PMS 872 - THERMOGRAPHY Paper: 80# Uncoated Cover Finishing: Cut to size Bleed: No (Business cards will be awarded to a single vendor)	\$74.65	\$74.65				Award
118	1	JOB	STATIONERY-GENERIC: Business Cards Size: 3.5x2 Quantity: 250 No. PP or Sides: 2 sides Color: 2/1; Black plus PMS 872 - THERMOGRAPHY/Black -ink Paper: 80# Uncoated Cover Finishing: Cut to size Bleed: No (Business cards will be awarded to a single vendor)	\$47.95	\$47.95				Award
119	1	JOB	STATIONERY-GENERIC: Business Cards Size: 3.5x2 Quantity: 500 No. PP or Sides: 2 sides Color: 2/1; Black plus PMS 872 - THERMOGRAPHY/Black -ink Paper: 80# Uncoated Cover Finishing: Cut to size Bleed: No (Business cards will be awarded to a single vendor)	\$59.35	\$59.35				Award

**SEALED BID No. SB-01-23 - Color & Web Printing  
Tabulation Sheet by Awarded Vendors**

**MARFIELD, INC. - Carrollton, TX - Vendor #48401**

Vendor Number: 48401

Line #	Quantity	Unit	Description	Unit Cost	Ext. Cost	No Bid	Brand/Model	Notes	Award
120	1	JOB	STATIONERY-GENERIC: Business Cards Size: 3.5x2 Quantity: 1,000 No. PP or Sides: 2 sides Color: 2/1; Black plus PMS 872 - THERMOGRAPHY/Black -ink Paper: 80# Uncoated Cover Finishing: Cut to size Bleed: No (Business cards will be awarded to a single vendor)	\$77.90	\$77.90				Award
121	1	JOB	STATIONERY-GENERIC: Business Cards Size: 3.5x2 Quantity: 1,500 No. PP or Sides: 2 sides Color: 2/1; Black plus PMS 872 - THERMOGRAPHY/Black -ink Paper: 80# Uncoated Cover Finishing: Cut to size Bleed: No (Business cards will be awarded to a single vendor)	\$85.85	\$85.85				Award
122	1	JOB	STATIONERY-GENERIC: President Business Cards Size: 3.5x2 Quantity: 1,000 No. PP or Sides: 1 Side Color: 2/0; Black plus PMS 872 - THERMOGRAPHY Paper: New Pearl Gold in 84C Finishing: Cut to size Bleed: No (Business cards will be awarded to a single vendor)	\$86.25	\$86.25				Award

**Items Bid On: 9**

**MARFIELD, INC. - Carrollton, TX Total: \$565.95**



**Weatherford College Board of Trustees  
Consent Agenda**

**DATE:** October 13, 2022

**AGENDA ITEM:** 4.d.

**SUBJECT:** Renewal of Sealed Proposal for Insurance Coverages, Loss Control & Risk Management Services #RFP-01-18

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**INFORMATION AND DISCUSSION:** HUB International Insurance Services was awarded the sealed proposal for our insurance coverages, loss control & risk management services for 2017-2022, with five (5) one-year options to renew.

Coverages include Auto, Crime, Cyber, Liability Package, Property, Umbrella, Wind Hail Buy Down and Workplace Violence. After review of the renewal proposals, Dr. Andra Cantrell, Vice-President of Financial & Administrative Affairs, and Lisa Simons, Controller, recommend award of this renewal as follows:

HUB International Insurance Services	\$511,008.82
<b>TOTAL ESTIMATED COST</b>	<b>\$511,008.82</b>

**RECOMMENDATION:** The Board of Trustees approve Insurance Coverages, Loss Control & Risk Management Services renewal proposal to HUB International Services as presented

**ATTACHMENTS:** Premium Summary from HUB International on Renewal Proposal for Insurance Coverages, Loss Control & Risk Management Services

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

# Premium Summary

COVERAGE	EXPIRING	RENEWAL	Option 1	COMPARISON	
				Renewal	Option 1
<b>Property</b>	<b>Zurich</b>	<b>Zurich</b>	<b>QBE</b>		
Exposure (TIV)	\$ 113,508,207	\$ 161,032,768	\$ 161,032,768	142%	142%
Wnd/Hail Deductible	\$ 5,667,145	\$ 5,667,145	\$ 500,000	100%	9%
AOP Deductible	\$ 25,000	\$ 25,000	\$ 25,000	100%	100%
Average Rate (100)	0.198	0.224	0.139	113%	70%
Premium	\$ 224,718	\$ 360,568	\$ 224,115	160%	100%
	Including TRIA				
<b>GL / Educators Legal / D&amp;O / EPL / Abuse &amp; Molestation</b>	<b>Hanover</b>	<b>Hanover</b>	<b>Hanover</b>		
Defense	Outside Limit	Outside Limit	Outside Limit	Same	Same
Educators Legal Retained Limit	\$ 50,000	\$ 50,000	\$ 50,000	100%	100%
Total Area	487,646	487,646	487,646	100%	100%
# of Students	6,000	5,426	5,426	90%	90%
Average Rate (Area/100)	\$ 17.13	\$ 18.53	\$ 18.53	108%	108%
Premium	\$ 83,534	\$ 90,366	\$ 90,366	108%	108%
Title IX Coverage Endorsement	Included	Included	Included		
Punitive Damage Exclusions	*Punitive Damage Exclusion on Abuse & Molestation	*Punitive Damage Exclusion on Abuse & Molestation	*Punitive Damage Exclusion on Abuse & Molestation		
<b>W&amp;H Deductible Buy Down</b>	<b>Lloyds of London</b>	<b>Lloyds of London</b>	<b>Lloyds of London</b>		
Limit	\$ 113,526,407	\$ 113,526,407	\$ 400,000	100%	0.35%
Deductible	\$ 2,261,352	\$ 2,261,352	\$ 50,000	100%	2%
Premium incl tax/fees	\$ 237,854	\$ 237,854	\$ 33,576	100%	14%
	Indication Buying Down to 3%				
<b>Crime</b>	<b>Travelers</b>	<b>Travelers</b>	<b>Travelers</b>		
Limit	\$ 100,000	\$ 100,000	\$ 100,000	100%	100%
Deductible	\$ 10,000	\$ 10,000	\$ 10,000	100%	100%
Premium	\$ 2,398	\$ 2,398	\$ 2,398	100%	100%
<b>Inland Marine _Golf Carts</b>	<b>Travelers</b>	<b>QBE</b>	<b>QBE</b>		
Limit	\$ 18,200	\$ 18,200	\$ 18,200	100%	100%
Deductible	\$ 1,000	\$ 1,000	\$ 1,000	100%	100%
Premium	\$ 1,500	Included in Property	Included in Property		

<b>Auto</b>		<b>Hanover</b>	<b>Hanover</b>	<b>Hanover</b>		
Exposure (Power Units)		27	24	24	89%	89%
Avg Rate per Power Unit	\$	2,875	2,717	2,717	95%	95%
Premium	\$	77,625	65,219	65,219	84%	84%
<b>Umbrella</b>		<b>Hanover</b>	<b>Hanover</b>	<b>Hanover</b>		
GL / Auto / WC / EBL (Limit)	\$	10,000,000	10,000,000	10,000,000	100%	100%
ELL / D&O / EPL (Limit)	\$	10,000,000	10,000,000	10,000,000	100%	100%
Abuse & Molestation (Limit)	\$	10,000,000	10,000,000	10,000,000	100%	100%
Law Enforcement Prof. (Limit)	\$	10,000,000	10,000,000	10,000,000	100%	100%
Average Rate per Mil	\$	6,336	6,830	6,830	108%	108%
Premium	\$	63,359	68,303	68,303	108%	108%
<b>Workplace Violence/Active Shooter</b>		<b>Indian Harbor</b>	<b>Indian Harbor</b>	<b>Indian Harbor</b>		
Limit	\$	5,000,000	5,000,000	5,000,000	100%	100%
Premium	\$	11,088	11,088	11,088	100%	100%
<b>Cyber Option #1</b>		<b>HDI</b>	<b>CFC</b>	<b>CFC</b>		
Limit	\$	1,000,000	1,000,000	1,000,000	100%	100%
Network Security & Privacy Liability	\$	1,000,000	1,000,000	1,000,000	100%	100%
Multimedia Liability	\$	1,000,000	1,000,000	1,000,000	100%	100%
Social Engineering	\$	1,000,000	250,000	250,000	25%	25%
Ransomware	\$	1,000,000	250,000	250,000	25%	25%
Deductible	\$	5,000	20,000	20,000	400%	400%
Premium	\$	7,012	35,412	35,412	505%	505%
<b>Cyber Option #2</b>		<b>HDI</b>	<b>Houston Casualty</b>	<b>Houston Casualty</b>		
Limit	\$	1,000,000	1,000,000	1,000,000	100%	100%
Network Security & Privacy Liability	\$	1,000,000	1,000,000	1,000,000	100%	100%
Multimedia Liability	\$	1,000,000	1,000,000	1,000,000	100%	100%
Social Engineering	\$	1,000,000	250,000	250,000	25%	25%
Ransomware	\$	1,000,000	250,000	250,000	25%	25%
Deductible	\$	5,000	50,000	50,000	1000%	1000%
Premium	\$	7,012	15,944	15,944	227%	227%
<b>TOTAL PREMIUM With Cyber Option #1</b>	\$	<b>709,088</b>	<b>871,208</b>	<b>530,477</b>	<b>123%</b>	<b>75%</b>
<b>TOTAL PREMIUM With Cyber Option #2</b>	\$	<b>709,088</b>	<b>851,740</b>	<b>511,009</b>	<b>120%</b>	<b>72%</b>



**Weatherford College Board of Trustees  
Consent Agenda**

**DATE:** October 13, 2022

**AGENDA ITEM # 4.e.**

**SUBJECT:** TIPS Cooperative Contract Quote for HVAC Air Duct Cleaning at Coyote Village

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**INFORMATION AND DISCUSSION:** In an effort to improve the air quality in the Coyote Village dormitories and to prevent the spread of any potential viruses such as Covid 19 and the flu among our student population, the administration has solicited a TIPS Cooperative Contract quote from Blackmon Mooring to include complete duct work cleaning for the entire Coyote Village facility. Funds have been allocated in the CARES Act Grant for this purchase.

Although the recent replacement of HVAC units is assisting in controlling high humidity, which has been the case in the past, ERI Consulting Inc. has recommended that this duct cleaning take place.

Future preventative action would include putting all four (4) Coyote Village buildings on a "rotating duct cleaning schedule", rotating every 3 years, with all four (4) buildings being cleaned every 12 years. This rotating schedule should be tracked and adjusted as needed.

After evaluation and review of the quote, Dr. Andra R. Cantrell, Mr. Jon Stark, CBRE/WC Facilities Manager, and Mrs. Jeanie Hobbs, Director of Purchasing, recommend approval of Quote #9.9.22 under TIPS Contract: 22050101 (Disaster, Restorative and Emergency Recovery Services) for a total amount quoted of \$70,878.31, which includes labor for cleaning of ceiling HVAC units, supply/return registers, and duct work.

**RECOMMENDATION:** The Board of Trustees award quote to Blackmon Mooring as presented.

**ATTACHMENTS:** TIPS Cooperative Contract Quote #9.9.22 from Blackmon Mooring

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



**BLACKMON MOORING & BMS CAT**

**QUOTE**

Blackmon Mooring  
315 N. Great Southwest Pkwy  
Arlington, TX 76011  
877.730.1948  
FED ID #75-1005236  
TACLA28304E

Insured: Weatherford College  
Billing: 225 College Park Drive  
Weatherford , TX 76086  
Property: 401 College Park Drive  
Weatherford, TX 76086

Business: (817) 458-6842  
E-mail: Jon.Stark@cbre.com

Claim Rep.: Jon Stark  
Business: Engineering- CBRE, Weatherford College  
Weatherford , TX 76086

Cellular: (817) 458-6842  
E-mail: Jon.Stark@cbre.com

Estimator: Sam Mansir  
Company: Blackmon Mooring & BMS CAT  
Business: 315 North Great Southwest Parkway  
Arlington, TX 76011

Cellular: (817) 965-5666  
E-mail: smansir@bmscat.com

**Claim Number:** 9.9.22 HVAC COYOTE    **Policy Number:** TIPS # 22050101    **Type of Loss:** Cleaning Services

Date of Loss: 9/9/2022 12:46 AM    Date Received:  
Date Inspected:    Date Entered: 9/9/2022 11:18 PM

Price List: TXDF8X\_SEP22  
Restoration/Service/Remodel  
Estimate: WCCOYOTEHVAC9-12-Z

**QUOTE #:** QUOTE9.9.22

**Total Amount Quoted:** \$70,878.31

**Payment Terms:** 21 DAYS

Thank you for allowing Blackmon Mooring to provide an estimate for services to your property. It is our goal to provide you with a successful and expedient recovery. Please contact me directly at (817) 965-5666 regarding this quotation.

Sam Mansir  
Blackmon Mooring & BMS CAT  
smansir@bmscat.com  
(817) 965.5666 cell



**BLACKMON MOORING & BMS CAT**

**QUOTE**

Blackmon Mooring  
 315 N. Great Southwest Pkwy  
 Arlington, TX 76011  
 877.730.1948  
 FED ID #75-1005236  
 TACLA28304E

**WCCOYOTEHVAC9-12-Z**

**WCCOYOTEHVAC9-12-Z**

DESCRIPTION	QTY	UNIT PRICE	TOTAL
<i>Pricing based on receiving small batch of suites at once- 10 units, or less, at a time. If above ceiling units are not cleaned we will deduct \$165 from the Suite price.</i>			
TIPS Contract # 22050101 - DISCOUNT	0.05 EA @	-74,608.75 =	-3,730.44
<i>5% discount for HVAC decontamination and Air Duct Cleaning per TIPS rate sheet</i>			
BULK DISCOUNT- SCHEDULE ALL SUITES	0.15 EA @	-87,775.00 =	-13,166.25
<i>15% discount for bulk scheduling of all suites</i>			

**HVAC - 4 Bedroom**

DESCRIPTION	QTY	UNIT PRICE	TOTAL
HVAC System Cleaning	67.00 EA @	1,200.00 =	80,400.00
<i>Cleaning of above ceiling HVAC unit, all associated supply/return registers and duct work 67 x 4 bedroom suite @ \$1,200.00 per unit Deduct \$165, per suite, if above ceiling unit not cleaned</i>			

**HVAC - 2 Bedroom**

DESCRIPTION	QTY	UNIT PRICE	TOTAL
HVAC System Cleaning	5.00 EA @	800.00 =	4,000.00
<i>Cleaning of above ceiling HVAC unit, all associated supply/return registers and duct work per unit 5 x 2 bedroom suite @ \$800.00 Deduct \$165 if above ceiling unit not cleaned</i>			

**HVAC - 1 Bedroom**

DESCRIPTION	QTY	UNIT PRICE	TOTAL
HVAC System Cleaning	5.00 EA @	675.00 =	3,375.00
<i>Cleaning of above ceiling HVAC unit, all associated supply/return registers and duct work 5 x 1 bedroom suite @ \$675.00 per unit Deduct \$165, per suite, if above ceiling unit not cleaned</i>			



**BLACKMON MOORING & BMS CAT**

**QUOTE**

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Blackmon Mooring  
315 N. Great Southwest Pkwy  
Arlington, TX 76011  
877.730.1948  
FED ID #75-1005236  
TACLA28304E

**Summary for Dwelling**

Line Item Total	70,878.31
<b>Replacement Cost Value</b>	<b>\$70,878.31</b>
<b>Net Claim</b>	<b>\$70,878.31</b>

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Sam Mansir



**Weatherford College Board of Trustees  
Consent Agenda**

**DATE:** October 13<sup>th</sup>, 2022

**AGENDA ITEM # 4.f.**

**SUBJECT:** Chief Executive Office Reporting Requirements TEC§ 51.253(c)

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**INFORMATION AND DISCUSSION:**

Under the Texas Education Code (TEC), Section 51.253(c), the institution's Chief Executive Officer is required to submit a data report at least once during each fall or spring semester to the institution's governing body and post on the institution's internet website a report concerning the reports received by employees under the TEC, Section 51.252 the type of incident described in the employee's report constitutes "sexual harassment," "sexual assault," "dating violence," or "stalking" as defined in the TEC, Section 51.251, and any disciplinary actions taken under TEC, Section 51.255.

**ATTACHMENTS:** Chief Executive Office Summary Report

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**SUBMITTED BY:** Adam Finley, Executive Dean of Enrollment Management

## Chief Executive Officer Report

TO: **Weatherford College Board of Trustees**  
FROM: **Dr. Tod Allen Farmer** Chief Executive Officer  
DATE: **October 13th, 2022**  
RE: Chief Executive Officer Reporting Requirements under Tex. Educ. Code § 51.253(c)

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Under the Texas Education Code (TEC), Section 51.253(c), the institution's Chief Executive Officer is required to submit a report at least once during each fall or spring semester to the institution's governing body and post on the institution's internet website a report concerning the reports received by employees under the TEC, Section 51.252, concerning "sexual harassment," "sexual assault," "dating violence," or "stalking" as defined in the TEC, Section 51.251, and any disciplinary actions taken under TEC, Section 51.255.

For the purposes of complying with the Chief Executive Officer's reporting requirements under TEC, Section 51.253(c), the attached summary data report<sup>1</sup> includes all of the required reporting information to the **Weatherford College Board of Trustees** for the time period of **September 1, 2021** through **August 31, 2022**. The summary data report is categorized based on the reporting requirements under TEC, Section 51.253(c). The reports received may be applicable in multiple reporting categories, and therefore, the summary data in the categories may not add up to the totals of other categories.

The summary data report is also posted on the institution's website as per the public reporting requirements under TEC, Section 51.253(c) at <https://wc.edu/current-students/policies-conduct/title-ix/>

Note: Any additional reports received by the Title IX Coordinator that do not meet the required reporting criteria in the Texas Education Code have been omitted for the compliance purposes of this specific report.

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<sup>1</sup> When identifiable, duplicate reports were consolidated and counted as one report in the summary data, and confidential employee reporting is noted as a sub-set to the total number of reports received.

**CEO Summary Data Report**  
**September 1<sup>st</sup>, 2021 through August 31<sup>st</sup>, 2022**

<b>Texas Education Code, Section 51.252</b>	
<b>Number of reports received under Section 51.252</b>	<b>1</b>
Number of confidential reports <sup>2</sup> under Section 51.252	0
Number of investigations conducted under Section 51.252	1
Disposition <sup>3</sup> of any disciplinary processes for reports under Section 51.252:	
a. Concluded, No Finding of Policy Violation	0
b. Concluded, with Employee Disciplinary Sanction	0
c. Concluded, with Student Disciplinary Sanction	1
d. <b>SUBTOTAL</b>	<b>1</b>
Number of reports under Section 51.252 for which the institution determined not to initiate a disciplinary process	<b>0</b>

<b>Texas Education Code, Section 51.255</b>	
<b>Number of reports received that include allegations of an employee's failure to report or who submits a false report to the institution under Section 51.255(a)</b>	<b>0</b>
Any disciplinary action taken, regarding failure to report or false reports to the institution under <b>Section 51.255(c)</b> :	
a. Employee termination	0
b. Institutional intent to termination, in lieu of employee resignation	0

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<sup>2</sup> "Number of confidential reports" is a sub-set of the total number of reports that were received under Section 51.252, by a confidential employee or office (e.g., Counseling Center, Student Health Center, Victim Advocate for Students, or Student Ombuds).

<sup>3</sup> "Disposition" means "final result under the institution's disciplinary process" as defined in the Texas Higher Education Coordinating Board's (THECB) rules for TEC, Section 51.259 [See 19 Texas Administrative Code, Section 3.6(3) (2019)]; therefore, pending disciplinary processes will not be listed until the final result is rendered.



**Weatherford College Board of Trustees**

**DATE:** October 13, 2022

**AGENDA ITEM #5**

**SUBJECT:** Consideration and Possible Action: GMP for Vickie and Jerry Durant Hall

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**INFORMATION AND DISCUSSION:** The Board may deliberate regarding the Guaranteed Maximum Price for the Vickie and Jerry Durant Hall project.

**RECOMMENDATION:** A recommendation may be made at the board meeting.

**ATTACHMENTS:** None.

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**SUBMITTED BY:** President Tod Allen Farmer



## Weatherford College Board of Trustees Consent Agenda

**DATE:** October 13, 2022

**AGENDA ITEM#** 6.a.

**SUBJECT:** Academic and Student Services Update

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### **INFORMATION AND DISCUSSION:**

#### **QEP:**

The initial cohort for the QEP project included 681 first-time, full-time students paired with 34 faculty mentors. Of this initial cohort, 456 responded to the Career Coach service, with 84 students completing the initial advising checklist to date.

#### **Pathways:**

WC employees are creating an in-house Pathways project model, focusing on 8-week course development, excellence in online instruction, defining service by student success, civility in the professional environment, and effective social media communications. The new initiatives will come from and rely on task forces with membership from across the College rather than a Pathways leadership team creating and guiding these initiatives.

**JET Grant Drone Training:** WC offers 12 hours of drone training to FT WC employees and current students to kick off this new program. College employees may also qualify for institutional tuition benefits for the more extensive 4-D training program.

**Numbers with Heart:** Year-to-Year Census and Funding Year to Funding Year Contact Hour Report Comparisons tell us the College is becoming more efficient in its operations.

Reported Contact Hours +3.3% Fall 2020 to Fall 2022

FT enrollment +5.2%; PT enrollment +1.4%; overall enrollment + 150 students.

***Growth in FT students outpaced PT, positively contributing to time to degree and overall completion.***

WC Campus Credit Hours -1.5% Contact Hours +2.9%

WCWC Credit Hours +5.5% Contact Hours +15.7%.

Online Credit Hours +14.8% Contact Hours +19.8%

***Contact hour funding generated per hour outpaces credit hours attempted.***

Online Duplicated Headcount +10.3%

***More students began taking multiple online courses as gas prices increased.***

ACGM Contact Hours +1.5%; WECM Contact Hours +6.6% Upper Division Contact Hours +130.4%

***Growth in Workforce and Bachelor's degrees outpace transfer curriculum growth. Dual Credit Workforce Education (revenue neutral to negative operations) and cosmetology (planned) decreased as nursing credit and contact hours increased. These changes enhance institutional finances as we respond to community needs.***

## Census Enrollment Comparisons

### Total Unduplicated Headcount

Fall 2021	Fall 2022
5302	5449

### Enrollment Status

	Fall 2021	Fall 2022
Full Time	2195	2309
Part Time	3107	3150

### Credit Hours by Course Location

Location	Fall 2021 Credit Hours	Fall 2022 Credit Hours
Weatherford	23,608	23,264
Wise	3,843	4,054
Online	10,754	12,343
High School	9,152	9,076
Granbury	778	305
Mineral Wells	797	0
<b>Grand Totals</b>	<b>48,947</b>	<b>49,042</b>

### Contact Hours by Course Location

Location	Fall 2021 Contact Hours	Fall 2022 Contact Hours
Weatherford	531,632	546,884
Wise	81,744	94,560
Online	195,104	233,808
High School	157,184	157,536
Granbury	13,632	5,136
Mineral Wells	19,760	0
<b>Grand Totals</b>	<b>999,280</b>	<b>1,037,924</b>

### Duplicated Headcount by Course Location:

Location	Fall 2021	Fall 2022
Weatherford	2,484	2,471
Wise	425	438
Online	<b>1804</b>	<b>1,989</b>
High School	1601	1,695
Granbury	119	44
Mineral Wells	38	0

### Total Credit Type

	Fall 2021		Fall 2022	
	Credit Hours	Contact Hours	Credit Hours	Contact Hours
ACGM	36,272	644,400	36195	654,244
WECM	<b>12,394</b>	<b>350,176</b>	<b>12,254</b>	<b>373,360</b>
UPPER	266	4480	593	10,320

**Trends:**

- Decrease in WECM Credit Hours; Increase in overall contact hours
  - Decreased Technical Dual Credit (108 credit hours)
  - Decrease in Cosmetology enrollment
  - Program expansions in RN increased overall WECM contact hours.
  
- Largest Location increase Online. Increased gas prices.
  
- Roughly 150 headcount increase, more than 2/3 were full time enrollments. Overall 5% increase in full time enrollments.



**Weatherford College Board of Trustees  
Report**

**DATE:** October 13<sup>th</sup>, 2022

**AGENDA ITEM # 6.b.**

**SUBJECT:** Access and Affordability

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**INFORMATION AND DISCUSSION:** BI (LEGAL) Not later than November 1 of each year, the chief executive officer (CEO) of Weatherford College shall provide to the governing board of the College a report for the preceding fall, spring, and summer semesters that examines the affordability and access of the institution.

**ATTACHMENTS:** Access & Affordability Report for 2021-2022. Report includes Average Tuition and Fees for 30 college credit hours, criteria used to admit students, median family income by region, criteria for awarding financial aid, and enrollment demographic data.

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**SUBMITTED BY:** Adam Finley, Executive Dean of Enrollment Management & Registrar

ACCESS and AFFORDABILITY AT WEATHERFORD COLLEGE  
2021-2022

BI (LEGAL)

Not later than November 1 of each year, the chief executive officer (CEO) of Weatherford College shall provide to the governing board of the College a report for the preceding fall, spring, and summer semesters that examines the affordability and access of the institution.

Research with the Texas Higher Education Coordinating Board (THECB) has shown that this report is required of public 4-year universities but is not required of public 2-year colleges. However, it was decided in 2009-2010 that a modified report with WC information only will be provided to the President for reporting purposes to the governing board. No comparison with other institutions will be provided at this time. The state report was used as a template for providing the information so that there is a standardization involved from year-to-year.

Average Tuition and Fees for 30 Semester College Hours at WC:

In District	\$ 3,720
Wise County	\$ 4,530
Out of District (ECGB)	\$ 5,370
Out of District	\$ 5,760
Out of State and International	\$ 7,860

*NOTE: These are average tuition and fee charges only and do not include higher charges for specialized programs such as those found in the Allied Health programs. Fees in each category are for the standard \$60 parking fee (\$30 per each long semester and Institution Enrichment Fee).*

Criteria used to admit students:

Admission to Weatherford College is open to qualified individuals under the following conditions:

- By high school graduation
- By the General Education Development Credential (GED), or
- By meeting individual approval guidelines: not graduated from high school, not enrolled in high school or home school, 18 years of age or older and his or her high school class has graduated.
- High School Graduates and College Transfer Students will be admitted as regular students under conditional acceptance for one semester pending acceptance of all required documents including official transcripts.

Median family income by region:

For the state report, this data is abstracted from the U.S. Census files and is updated every 10 years. This information cannot be modified by the institutions submitting this report to the THECB. For our report, the average family income information we have extracted is for full-time students from the Free Application for Federal Student Aid (FAFSA) broken down by in-district, Wise County, out-of-district Hood County, out-of-district, and out-of-state.

FAFSA	Number of Applicants	Average AGI
In-District	506	\$40,058
Out-of-District	319	\$38,701
Out-of-District Wise	169	\$40,018
Out-of-District Hood	131	\$36,965
Out-of-State	15	\$39,319

Criteria for Awarding Financial Aid:

The Financial Aid Office (FAO) staff has developed an institutional packaging philosophy to ensure consistent, equitable, and fair distribution of financial aid funds. In awarding financial aid, the policy of WC is to provide every student with a combination of financial aid funds for which they qualify, subject to availability of funds under the respective programs. Whenever possible, the full need (Cost of Attendance [COA] – Expected Family Contribution [EFC]) should be met. WC does not categorize students into different packaging groups. All applicants are awarded on a first-come, first-served basis in order to ensure the consistent and fair treatment of all students.

WC applies for federal funds each fiscal year. Once the Federal Government has notified the college of the amount of funds available under the Federal College Work Study Program and Federal Supplemental Education Opportunity Grant, funds will be awarded. When funds are not sufficient to meet the total need of all eligible applicants, WC places students on a standby list in the order in which their files are completed. The Director, in conjunction with the Assistant Director of Financial Aid and the Financial Aid Coordinator, determines the total aid to be awarded during an academic year. The Department of Education (ED) sends the FAO information detailing annual fund allocations through the Federal Authorization Letter with the Official Notice of Funding. Determining the total funds available includes an evaluation and projection of available funds, required matching, and cost allowance. Careful projections are made to enable the FAO staff to offer fair and equitable packages to students. A determination is made based on prior year history and an increase of projected funds to account for attrition.

Enrollment Data for Students at WC:

The information provided on the enrollment at WC is for all semesters (fall, spring, and summer), includes all students regardless of state residency, and *excludes early admission students*. A three-year period is provided for comparison purposes:

<b>REGION</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>
In-District	2,934	2,328	2,377
Wise County	958	731	722
Hood County	711	496	459
Out-of-District	1,607	1,411	1,504
Out-of-State	66	123	111

<b>ETHNICITY</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>
White	4,265	3,508	3,496
Black	145	157	162
Hispanic	1,223	1,106	1,214
Asian	47	48	55
Other	49	53	64
Multi-Racial		178	191
American/Alaska		36	31
Hawaiian/Pacific		2	5

<b>GENDER</b>	<b>2019-20</b>	<b>2020-21</b>	<b>2021-22</b>
Female	3,884	3,493	3,573
Male	2,138	1,595	1,650

*NOTE: Using term-based data to create a year-based report has some implications that should be noted. For example, one student might be reported as “in-district” in the fall term and as “out-of-district” in the spring term within the same academic year, with the result that the student is included in both the in-district and out-of-district headcounts for that academic year. The same potential for inclusion in multiple categories is present in each of the breakdowns. The result of this variance is that the breakdowns will not always be the same from one report to the next.*



## Weatherford College Board of Trustees Report

**DATE:** October 13<sup>th</sup>, 2022

**AGENDA ITEM # 6.c.**

**SUBJECT:** Clery Act Report

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**INFORMATION AND DISCUSSION:** This document contains information required for disclosure by the “Jeanne Clery Act” (short title). This information includes Crime Reporting Policy and Procedures and Crime Statistics for the 2021 school year.

The crime statistics shown in this document supersede statistics published prior to the date of this document.

The established Crime Reporting Policy and Procedures and Crime Statistics may also be viewed via the Weatherford College website ([www.wc.edu](http://www.wc.edu)) by clicking on “About”, “Administration & Departments”, “Campus Police,” “Jeanne Clery Act.” This site provides a hyperlink to the U.S. Department of Education Office of Postsecondary Education, which hosts the website that displays all college/university crime statistics nationwide. If you chose not to use the hyperlink, you may go directly to the site at <http://ope.ed.gov/security>. Additional paper copies are available upon request from the Weatherford College Police Department (WCPD) or the Office of Student Services.

Questions regarding the “Jeanne Clery Act” or the information contained in this document may be addressed to the Weatherford College Police Department at 817-598-6316.

**ATTACHMENTS:** Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act “Clery Act”

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**SUBMITTED BY:** Anthony Bigongiari, Chief of Police

DATE: October 1, 2022

TO: All Weatherford College Students, Faculty, and Staff

FROM: Anthony Bigongiari, Chief of Police  
225 College Park Drive  
Weatherford, TX 76086  
817-598-6316

Re: United States Code 20, Section 1092(f)  
The Jeanne Clery Disclosure of Campus Security Policy and  
Campus Crime Statistics Act or "Clery Act"

This document contains information required for disclosure by the "Jeanne Clery Act" (short title). This information includes Crime Reporting Policy and Procedures and Crime Statistics for the 2021 school year.

The crime statistics shown in this document supersede statistics published prior to the date of this document.

The established Crime Reporting Policy and Procedures and Crime Statistics may also be viewed via the Weatherford College website ([www.wc.edu](http://www.wc.edu)) by clicking on "About", "Administration & Departments", "Campus Police," "Jeanne Clery Act." This site provides a hyperlink to the U.S. Department of Education Office of Postsecondary Education, which hosts the website that displays all college/university crime statistics nationwide. If you chose not to use the hyperlink, you may go directly to the site at <http://ope.ed.gov/security>. Additional paper copies are available upon request from the Weatherford College Police Department (WCPD) or the Office of Student Services.

Questions regarding the "Jeanne Clery Act" or the information contained in this document may be addressed to the Weatherford College Police Department at 817-598-6316.

# WEATHERFORD COLLEGE

## CRIME REPORTING

### POLICY AND PROCEDURES

Students, faculty, staff, and individuals should immediately report criminal activity (including sex offenses) or emergencies that occur on the college campus in one of the following manners:

#### ❖ EMERGENCIES

Dial 9-1-1 from any campus telephone or dial 9-1-1 from any of the pay phones located throughout the campus. An emergency phone call may include information on:

- ✓ A crime in progress
- ✓ A medical emergency
- ✓ An intoxicated person
- ✓ Suspicious person(s)
- ✓ Smell of gas.

#### ❖ NON-EMERGENCIES

Please direct all non-emergency calls to the Weatherford College Police Department at 817-598-6316 or calling our 24 hour On-Duty cell phone at 817-771-3535. If you choose to come by the WCPD, we are located in Police Maintenance Building. You, as an individual, are encouraged to report all crimes (or alleged crimes) by using any of the above methods.

However, Weatherford College also has other officials who are significantly responsible for the safety of students, faculty, and staff on the campus. These officials include:

- ◆ Vice President of Instruction & Student Services, Mike Endy ext.6211
- ◆ Executive Vice President of Financial & Administrative Affairs, Dr. Andra Cantrell ext.6260
- ◆ Assistant Vice President of Student Services, Dr. Scott Tarnowiecky ext.6326
- ◆ Executive Dean of Student Services, Adam Finley ext.8831
- ◆ Associate Dean of Student Development, Doug Jefferson ext.6247

or any other Dean, Director, or Department Head. The extension numbers for these contacts can be found in the Weatherford College Telephone Directory on the Weatherford College website at <https://wc.edu/about/directory.php>.

Any student, faculty, staff, or individual may also report a campus crime through **Parker County Crime Stoppers at 817-599-5555**. You may remain anonymous when reporting crimes to Parker County Crime Stoppers.

#### ❖ Confidential Reporting Procedures

As a result of the negotiated rulemaking process which followed the signing into law, the 1998 amendments to 20 U.S. C. Section 1092 (f), clarification was given to those considered to be campus security authorities. Campus "Pastoral Counselors" and Campus "Professional Counselors", when acting as such, are not considered to be a campus security authority and are not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of policy, they are encouraged, if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.

Definition of counselors is:

### Pastoral Counselor

An employee of an institution, who is associated with a religious order or denomination, recognized by that religious order or denomination as someone who provides confidential counseling and who is functioning within the scope of that recognition as a pastoral counselor.

### Professional Counselor

An employee of an institution whose official responsibilities include providing psychological counseling to members of the institution's community and who is functioning within the scope of his or her license or certification.

If you are the victim of a crime and do not want to pursue actions within the college system or the criminal justice system, you may want to consider filing a confidential report. With your permission, the Chief or a designee of the W.C.P.D. can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others.

## ❖ **CRIME STATISTICS DISCLOSURE**

The WCPD Police Chief is responsible for the annual crime statistics disclosure and for making timely warnings.

## ❖ **TIMELY WARNINGS**

In the event a situation arises, either on or off campus, that in the judgment of the Chief of Police constitutes an ongoing or continuing threat a campus wide "timely warning", will be issued. Anyone with information warranting a timely warning should report the circumstances to the WCPD office by phone (817-771-3535) or in person at the police department located in the Police Maintenance Building. The WCPD will post "timely warnings" using the following methods:

- ✓ On campus bulletin boards
- ✓ Send notification through e-mail system
- ✓ SchoolCast, our emergency notification system
- ✓ A-Frame Sandwich Board Signs

## ❖ **SECURITY OF CAMPUS FACILITIES AND CAMPUS ACCESS**

The Weatherford College campus is an open campus. It is surrounded on all sides by public streets. Only authorized students, faculty, staff, and visitors may enter upon or use the college facilities. The college facilities are controlled through the use of written policies and state law. Key control is established by college policy and access to building master keys is restricted.

Weatherford College Police Officers and Security Officers regularly patrol the grounds and buildings. Weatherford College maintenance personnel are also concerned with the safety and security of the campus community. Lighting surveys are conducted on a regular basis to locate any problem areas. In conjunction with this survey, Campus Police Officers and Security Officers also check for lighting deficiencies.

The WCPD continually provides security surveys of college grounds and facilities. Facilities with fire alarms are monitored by routine patrol.

Campus residence halls are supervised by trained staff and assisted by the WCPD. Resident students are trained in fire safety (fire drills) and severe weather (tornado drills).

## ❖ **CAMPUS LAW ENFORCEMENT**

Weatherford College Police Department officers have complete police authority to apprehend and arrest anyone involved in illegal acts on-campus and areas immediately adjacent to the campus. If minor offenses involving the campus rules and regulations are committed by a College student, the campus police may also refer the individual to the disciplinary division of Student Affairs.

Major offenses such as rape, murder, aggravated assault, robbery, and auto theft are reported to the WCPD and joint investigative efforts with investigators from the WCPD and the city police are deployed to solve these serious felony crimes.

The jurisdiction of the Weatherford College Police Department includes the counties of Parker, Palo Pinto, and Wise, the Weatherford College main campus, Weatherford College Wise County campus, Education Center at Mineral Wells campus, and all Agriculture farms. WCPD commissioned Police Officers are fully empowered by the State of Texas and have the authority to stop vehicles, make arrests, and enforce all laws throughout Parker, Palo Pinto, and Wise counties. WCPD maintains a close liaison with the following agencies:

- ✓ Weatherford Police Department
- ✓ Parker County Sheriff's Office
- ✓ Wise County Sheriff's Office
- ✓ Palo Pinto County Sheriff's Office
- ✓ Texas Department of Public Safety

The Weatherford College Police Department consists of a Chief of Police, full-time Texas Certified Peace Officers, and security officers. The campus police are on duty to provide a safe and secure environment for students, faculty, and staff of the college. There is a WCPD Officer exclusively for the Coyote Village Dorms. Security Officers are not empowered with arrest authority by the State of Texas; however, they have full authority to enforce the policies and procedures of Weatherford College.

Students, faculty, staff, and the college community are encouraged to take an active role in reporting crimes on campus by dialing either 9-1-1, 817-598-6316, or by reporting the crime through **Parker County Crime Stoppers** at **817-599-5555** and remain anonymous.

## ❖ **CRIME PREVENTION PROGRAMS**

The Weatherford College Police Department is a pro-active department. The department has developed several informational programs to inform both students and employees about security procedures and encourages individual responsibility for personal and community safety. These programs are presented on an annual basis. The department has also designed and implemented several crime prevention programs to help make the community members aware of pro-active crime prevention efforts that are available to them. These prevention programs include:

- ✓ Weatherford College Date
- ✓ Acquaintance/Date Rape
- ✓ Safety in the Workplace (Workplace Violence)
- ✓ Key Control Procedures
- ✓ Vehicle Control Procedures

## ❖ **OFF-CAMPUS CRIME ACTIVITY**

Officially recognized student organizations located off campus are monitored by local law enforcement agencies. All criminal activities taking place at these locations are also reported to the WCPD.

## ❖ **ALCOHOL/CONTROLLED SUBSTANCES**

The Weatherford College campus is NOT an alcohol free zone, but IS a drug free zone. The use of intoxicating beverages is only permitted in areas approved by the Weatherford College Board of Trustees. State and Federal laws shall be strictly enforced at all times on all property controlled by the college regarding the possession and consumption of alcoholic beverages. No student shall possess, use, transmit, or attempt to possess, use, or transmit or be under the influence of (legal intoxication not required) any of the following substances during any school term:

- ✓ Any controlled substance or dangerous drug as defined by law, including but not limited to marijuana, any narcotic drug, hallucinogen, stimulant, depressant, amphetamine, or barbiturate.
- ✓ Any alcoholic beverage.
- ✓ Any glue, aerosol paint, or any other volatile chemical substance for inhalation.
- ✓ Any other toxicant, or mood-changing, mind-altering, or behavior-altering drugs.
- ✓ The transmittal, sale, or attempted sale of what is represented to be any of the above listed substances is also prohibited under this policy.
- ✓ A student who uses a drug authorized by a licensed physician through a prescription specifically for that student's use shall not be considered to have violated this rule.
- ✓ Students who violate this policy shall be subject to appropriate disciplinary action. Such disciplinary action may include referral to drug and alcohol counseling or rehabilitation programs, suspension, expulsion, and referral to appropriate law enforcement officials for prosecution.

## ❖ **ALCOHOL/DRUG COUNSELING AND TREATMENT CENTER**

The Weatherford College Office of Student Affairs has implemented an alcohol/drug abuse program. Through this program both students and employees can receive counseling on the effects of drugs; alcohol and drug abuse; how to avoid being caught in the alcohol/drug trap; prevention tips; and treatment. Student Affairs counselors can provide information on self-referrals, supervisory, and department referrals. Weatherford College also has pastoral counselors. These counselors hold confidentiality to the highest limit of the law and can make referrals or hold individual therapy sessions. Counselors may make referrals to these outside agencies:

- |  |                 |
|--|-----------------|
| ◆ Abode Treatment, Inc.  | 1- 817-246-8677 |
| ◆ Fort Worth Al-Anon Information Service                                 | 1- 817-336-2492 |
| ◆ Drug-Free Workplace Help line  | 1- 800-967-5752 |
| ◆ Federal Substance Abuse Mental Health Services Administration (SAMHSA) | 1- 877-726-4727 |
| ◆ Narcotics Anonymous World Services                                     | 1- 818-773-9999 |
| ◆ National Drug and Alcohol Treatment Hotline                            | 1- 800-662-4357 |
| ◆ Shoreline Treatment Center   | 1- 361-528-3356 |
| ◆ STAR Council on Substance Abuse  | 1-800-375-1395  |
| ◆ S.A.G.E. Substance Abuse Guidance & Education                          | 1-817-598-9196  |
| ◆ STAR Council on Substance Abuse Stephenville, TX                       | 1-254-965-5515  |
| ◆ Summer Sky   | 1- 888-857-8857 |
| ◆ Recovery Resource Council  | 1- 817-332-6329 |

❖ **SEXUAL HARASSMENT / SEXUAL ASSAULT**

The Weatherford College Police Department has implemented the following programs in an effort to prevent sexual assaults from occurring:

- ✓ Date/Acquaintance Rape Prevention
- ✓ Safety and Security Tips
- ✓ Active Threat/Shooter Training

Weatherford College will not tolerate nor condone any form of sexual misconduct, physical, mental or emotional in nature. This includes, but is not limited to, rape (including "date or acquaintance" rape), sexual assault or sexual harassment. In instances where there is reason to believe that these policies prohibiting sexual misconduct have been violated, the college will pursue disciplinary action. The college and victim may elect to pursue the concern through the state criminal justice system as well. If the college has reason to believe that sexual misconduct has occurred, sanctions may include warnings, probation, restrictions, suspension or expulsion.

Sexual assault is defined as having sexual contact or sexual intercourse with another person without consent of that person. Consent is defined as positive cooperation due to an exercise of free will. Persons consenting must act freely, voluntarily, and have knowledge of the act or transaction involved. Consent will not be implied from silence, passivity, or from a state of intoxication or unconsciousness. Lack of consent is implied if the victim is incapable of giving consent. Lack of consent is implied if the threat of violence is used or due to an imbalance of power held by the perpetrator over the victim.

If you are a victim of a sexual assault at this institution, your first priority should be to get to a place of safety. You should then obtain necessary medical treatment. The WCPD strongly advocates that a victim of sexual assault report the incident in a timely manner. Time is a critical factor for evidence collection preservation. An assault should be reported to a Campus officer and/or to a Residential Advisor. Filing a police report will:

- Ensure that a victim of sexual assault receives the necessary medical treatment and tests, at no expense to the victim;
- Provide the opportunity for collection of evidence helpful in prosecution which cannot be obtained later (ideally a victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical/legal exam);
- Assure the victim has access to free confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention.

Weatherford College Office of Student Affairs offers professional counseling services to sexual assault victims.

Off-campus professional services include:

- ◆ Pecan Valley Centers 817-599-7634
- ◆ Pecan Valley Centers Crisis Services 1-800-772-5987
- ◆ Freedom House Hotline 817-596-8922
- ◆ Freedom House Office 817-596-7543
- ◆ Tarrant County Mental Health/Mental Retardation 24 hour number 817-335-3022
- ◆ Tarrant County Mental Health/Mental Retardation text number 1-800-335-3022

#### Rape Crisis Centers:

- |   |                |
|---|----------------|
| ◆ The Women's Center Rape Crisis and Victim Services            | 1-817-927-2737 |
| ◆ Victim Intervention Program/Rape Crisis Center                | 1-214-590-2926 |
| ◆ Denton County Friends of the Family                           | 1-940-387-5131 |
| ◆ National Sexual Assault Hotline                               | 1-800-656-4673 |
| ◆ REACT-Responding to Every Assault and Crisis Team             | 817-598-4480   |
| ◆ Sexual Assault Crisis Center at Freedom House Weatherford, TX | 817-596-8922   |

During the reporting of a sexual assault, the victim may choose a pseudonym (fictitious name) and address to maintain confidentiality or a pseudonym will be assigned at the request of the victim. If the victim presses charges, the WCPD will conduct a thorough criminal investigation. There is a possibility some courtroom testimony may be required if the case goes to trial.

Prosecution of the perpetrator is a matter for the victim to consider apart from reporting the crime. The information will be treated with the confidentiality afforded any victim of a crime. Students may also report the incident to the staff within the residence halls, the Office of Student Services, or other college staff who will assist them in reporting the sexual assault to the proper law enforcement authorities. Victims are also encouraged to report the crime to the Vice President and Assistant Vice President of Student Services in order to pursue disciplinary action through the Student Code of Conduct System.

Student Complaint Policies are outlined at:

<https://live-weatherford-handbook.pantheonsite.io/student-complaint-policy>

Procedures for disciplinary hearings are outlined at:

<https://live-weatherford-handbook.pantheonsite.io/student-code-of-conduct-and-procedure-for-discipline>

Disciplinary hearings involving sex offenses will provide:

- ✓ The accuser and accused the same opportunities to have others present at the hearing.
- ✓ Both the accuser and the accused shall be informed of the outcome of any institutional disciplinary proceedings brought alleging a sex offense. This will include the institution's final determination and the sanctions placed against the accused. A student found guilty of violating the Colleges' sexual misconduct policy could be criminally prosecuted in the state courts and may be suspended or expelled for the College for the first offense. Student victims have the option to change their academic and/or on-campus living situations after an alleged sexual assault, if such changes are reasonably available.

#### ❖ **Sex Offender Registration**

In accordance to the "Campus Sex Crimes Prevention Act" of 2000, the Jeanne Clery Act and Family Educational Rights and Privacy Act of 1974, the WCPD is providing a link to the Public Sex Offender Registry: <https://publicsite.dps.texas.gov/SexOffenderRegistry/Search>. It also requires sex offenders already required to register in a State, to provide notice to each institution of higher education in that State at which the person is employed, carries a vocation, or is a student.

## ❖ **Combined Annual Security Report and Annual Fire Safety Report Availability**

WCPD is committed to assisting all members of the WC community in providing for their own safety and security. The Jeanne Clery Annual Security and Fire Safety Compliance document is available on WCPD website at:

<http://www.wc.edu/about/administration-departments/campus-police/files/Weatherford%20College%20Annual%20Security%20Report%202021-2.pdf>

The website and booklet contain information regarding campus security and personal safety including topics such as: crime prevention, fire safety, campus police law enforcement authority, crime reporting policies, disciplinary procedures and other matters of importance related to security and safety on campus. They also contain information about crime statistics for the three previous calendar years concerning reported crimes that occurred on campus; in certain off-campus buildings or property owned or controlled by Weatherford College and on public property within, or immediately adjacent to and accessible from the campus.

*THIS DOCUMENT CONTAINS INFORMATION REQUIRED FOR DISCLOSURE  
UNDER UNITED STATES CODE 20, SECTION 1092(F),  
THE "JEANNE CLERY DISCLOSURE OF CAMPUS SECURITY POLICY  
AND CAMPUS CRIME STATISTICS ACT"*

# Weatherford College Police Department

Weatherford College Main Campus

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## Clery Criminal Offences

2021 Criminal Offenses	ON CAMPUS		ON CAMPUS (TOTAL)	NON CAMPUS	PUBLIC PROPERTY
	Student Housing	Other			
<b>CRIMINAL HOMICIDE</b>					
MURDER/NONNEGLIGENT MANSLAUGHTER	0	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0	0
<b>SEX OFFENSES</b>					
SEX OFFENSE: FONDLING	0	0	0	0	0
SEX OFFENSE: INCEST	0	0	0	0	0
SEX OFFENSE: RAPE	0	0	0	0	0
SEX OFFENSE: STATUTORY RAPE	0	0	0	0	0
ROBBERY	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0	0
BURGLARY	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0
ARSON	0	0	0	0	0
UNFOUNDED CRIMES TOTAL: 0					

2020 Criminal Offenses	ON CAMPUS		ON CAMPUS (TOTAL)	NON CAMPUS	PUBLIC PROPERTY
	Student Housing	Other			
<b>CRIMINAL HOMICIDE</b>					
MURDER/NONNEGLIGENT MANSLAUGHTER	0	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0	0
<b>SEX OFFENSES</b>					
SEX OFFENSE: FONDLING	0	0	0	0	0
SEX OFFENSE: INCEST	0	0	0	0	0
SEX OFFENSE: RAPE	1	0	1	0	0
SEX OFFENSE: STATUTORY RAPE	0	0	0	0	0
ROBBERY	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0	0
BURGLARY	0	2	2	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0
ARSON	0	0	0	0	0
UNFOUNDED CRIMES TOTAL: 0					

2019 Criminal Offenses	ON CAMPUS		ON CAMPUS (TOTAL)	NON CAMPUS	PUBLIC PROPERTY
	Student Housing	Other			
<b>CRIMINAL HOMICIDE</b>					
MURDER/NONNEGLIGENT MANSLAUGHTER	0	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0	0
<b>SEX OFFENSES</b>					
SEX OFFENSE: FONDLING	0	0	0	0	0
SEX OFFENSE: INCEST	0	0	0	0	0
SEX OFFENSE: RAPE	0	0	0	0	0
SEX OFFENSE: STATUTORY RAPE	0	0	0	0	0
ROBBERY	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0	0
BURGLARY	0	3	3	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0
ARSON	0	0	0	0	0
UNFOUNDED CRIMES TOTAL: 0					

# Disciplinary Actions

2021	Arrest and Judicial Referrals	ON CAMPUS		ON CAMPUS (TOTAL)	NON CAMPUS	PUBLIC PROPERTY
		Student Housing	Other			
<b>ARRESTS</b>						
	LIQUOR LAW VIOLATIONS	0	0	0	0	0
	DRUG LAW VIOLATIONS	0	0	0	0	0
	ILLEGAL WEAPONS POSSESSION	0	0	0	0	0
<b>JUDICIAL REFERRALS</b>						
	LIQUOR LAW VIOLATIONS	27	0	27	0	0
	DRUG LAW VIOLATIONS	2	2	4	0	0
	ILLEGAL WEAPONS POSSESSION	1	0	1	0	0

2020	Arrest and Judicial Referrals	ON CAMPUS		ON CAMPUS (TOTAL)	NON CAMPUS	PUBLIC PROPERTY
		Student Housing	Other			
<b>ARRESTS</b>						
	LIQUOR LAW VIOLATIONS	1	1	2	0	0
	DRUG LAW VIOLATIONS	1	0	1	0	3
	ILLEGAL WEAPONS POSSESSION	0	0	0	0	0
<b>JUDICIAL REFERRALS</b>						
	LIQUOR LAW VIOLATIONS	19	0	19	0	0
	DRUG LAW VIOLATIONS	5	0	5	0	0
	ILLEGAL WEAPONS POSSESSION	0	0	0	0	0

2019	Arrest and Judicial Referrals	ON CAMPUS		ON CAMPUS (TOTAL)	NON CAMPUS	PUBLIC PROPERTY
		Student Housing	Other			
<b>ARRESTS</b>						
	LIQUOR LAW VIOLATIONS	0	0	0	0	0
	DRUG LAW VIOLATIONS	2	0	2	0	0
	ILLEGAL WEAPONS POSSESSION	0	0	0	0	0
<b>JUDICIAL REFERRALS</b>						
	LIQUOR LAW VIOLATIONS	30	0	30	0	0
	DRUG LAW VIOLATIONS	14	0	14	0	0
	ILLEGAL WEAPONS POSSESSION	0	0	0	0	0

## Clery Hate Crime Statistics

2021 ON CAMPUS Clery Act Reportable Offenses	Category of Hate Crime							
	Race	Gender	Religion	Sexuality	Ethnicity	Disability	National Origin	Gender Identity
MURDER/NONNEGLIGENT	0	0	0	0	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0	0	0	0	0
SEX OFFENSE: FONDLING	0	0	0	0	0	0	0	0
SEX OFFENSE: INCEST	0	0	0	0	0	0	0	0
SEX OFFENSE: RAPE	0	0	0	0	0	0	0	0
SEX OFFENSE: STATUTORY	0	0	0	0	0	0	0	0
ROBBERY	0	0	0	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0	0	0	0	0
BURGLARY	0	0	0	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0	0	0	0
ARSON	0	0	0	0	0	0	0	0
ANY OTHER CRIME INVOLVING	0	0	0	0	0	0	0	0
SIMPLE ASSAULT	0	0	0	0	0	0	0	0
INTIMIDATION	0	0	0	1	0	0	0	0
LARCENY	0	0	0	0	0	0	0	0
DESTRUCTION OF PROPERTY	0	0	0	0	0	0	0	0
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

\* There were no hate crimes reported in 2019 and 2020 for On Campus.

\* There were no hate crimes reported in 2019, 2020, and 2021 for Non Campus or Public Property

## VIOLENCE AGAINST WOMEN ACT Offences

2021	VAWA	ON CAMPUS		ON CAMPUS (TOTAL)	NON CAMPUS	PUBLIC PROPERTY
		Student Housing	Other			
<b>VAWA Crimes</b>						
	Dating Violence	1	0	1	0	0
	Domestic Violence	0	0	0	0	0
	Stalking	0	2	2	0	0

2020	VAWA	ON CAMPUS		ON CAMPUS (TOTAL)	NON CAMPUS	PUBLIC PROPERTY
		Student Housing	Other			
<b>VAWA Crimes</b>						
	Dating Violence	0	0	0	0	0
	Domestic Violence	0	0	0	0	0
	Stalking	0	0	0	0	0

2019	VAWA	ON CAMPUS		ON CAMPUS (TOTAL)	NON CAMPUS	PUBLIC PROPERTY
		Student Housing	Other			
<b>VAWA Crimes</b>						
	Dating Violence	0	0	0	0	0
	Domestic Violence	0	0	0	0	0
	Stalking	0	0	0	0	0

# Weatherford College Police Department

Weatherford College Wise County

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## Criminal Offences

2021 Criminal Offenses	ON CAMPUS		ON CAMPUS (TOTAL)	NON CAMPUS	PUBLIC PROPERTY
	Student Housing	Other			
<b>CRIMINAL HOMICIDE</b>					
MURDER/NONNEGLIGENT MANSLAUGHTER	0	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0	0
<b>SEX OFFENSES</b>					
SEX OFFENSE: FONDLING	0	0	0	0	0
SEX OFFENSE: INCEST	0	0	0	0	0
SEX OFFENSE: RAPE	0	0	0	0	0
SEX OFFENSE: STATUTORY RAPE	0	0	0	0	0
ROBBERY	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0	0
BURGLARY	0	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0
ARSON	0	0	0	0	0
UNFOUNDED CRIMES TOTAL: 0					

2020	Criminal Offenses	ON CAMPUS		ON CAMPUS (TOTAL)	NON CAMPUS	PUBLIC PROPERTY
		Student Housing	Other			
<b>CRIMINAL HOMICIDE</b>						
	MURDER/NONNEGLIGENT MANSLAUGHTER	0	0	0	0	0
	NEGLIGENT MANSLAUGHTER	0	0	0	0	0
<b>SEX OFFENSES</b>						
	SEX OFFENSE: FONDLING	0	0	0	0	0
	SEX OFFENSE: INCEST	0	0	0	0	0
	SEX OFFENSE: RAPE	0	0	0	0	0
	SEX OFFENSE: STATUTORY RAPE	0	0	0	0	0
	ROBBERY	0	0	0	0	0
	AGGRAVATED ASSAULT	0	0	0	0	0
	BURGLARY	0	0	0	0	0
	MOTOR VEHICLE THEFT	0	0	0	0	0
	ARSON	0	0	0	0	0
	UNFOUNDED CRIMES TOTAL: 0					

2019	Criminal Offenses	ON CAMPUS		ON CAMPUS (TOTAL)	NON CAMPUS	PUBLIC PROPERTY
		Student Housing	Other			
<b>CRIMINAL HOMICIDE</b>						
	MURDER/NONNEGLIGENT MANSLAUGHTER	0	0	0	0	0
	NEGLIGENT MANSLAUGHTER	0	0	0	0	0
<b>SEX OFFENSES</b>						
	SEX OFFENSE: FONDLING	0	0	0	0	0
	SEX OFFENSE: INCEST	0	0	0	0	0
	SEX OFFENSE: RAPE	0	0	0	0	0
	SEX OFFENSE: STATUTORY RAPE	0	0	0	0	0
	ROBBERY	0	0	0	0	0
	AGGRAVATED ASSAULT	0	0	0	0	0
	BURGLARY	0	0	0	0	0
	MOTOR VEHICLE THEFT	0	0	0	0	0
	ARSON	0	0	0	0	0
	UNFOUNDED CRIMES TOTAL: 0					

# Disciplinary Actions

<b>2021</b>	<b>Arrest and Judicial Referrals</b>	<b>ON CAMPUS</b>		<b>ON CAMPUS (TOTAL)</b>	<b>NON CAMPUS</b>	<b>PUBLIC PROPERTY</b>
		<b>Student Housing</b>	<b>Other</b>			
<b>ARRESTS</b>						
	LIQUOR LAW VIOLATIONS	0	0	0	0	0
	DRUG LAW VIOLATIONS	0	0	0	0	0
	ILLEGAL WEAPONS POSSESSION	0	0	0	0	0
<b>JUDICIAL REFERRALS</b>						
	LIQUOR LAW VIOLATIONS	0	0	0	0	0
	DRUG LAW VIOLATIONS	0	0	0	0	0
	ILLEGAL WEAPONS POSSESSION	0	0	0	0	0

<b>2020</b>	<b>Arrest and Judicial Referrals</b>	<b>ON CAMPUS</b>		<b>ON CAMPUS (TOTAL)</b>	<b>NON CAMPUS</b>	<b>PUBLIC PROPERTY</b>
		<b>Student Housing</b>	<b>Other</b>			
<b>ARRESTS</b>						
	LIQUOR LAW VIOLATIONS	0	0	0	0	0
	DRUG LAW VIOLATIONS	0	0	0	0	3
	ILLEGAL WEAPONS POSSESSION	0	0	0	0	0
<b>JUDICIAL REFERRALS</b>						
	LIQUOR LAW VIOLATIONS	0	0	0	0	0
	DRUG LAW VIOLATIONS	0	0	0	0	0
	ILLEGAL WEAPONS POSSESSION	0	0	0	0	0

<b>2019</b>	<b>Arrest and Judicial Referrals</b>	<b>ON CAMPUS</b>		<b>ON CAMPUS (TOTAL)</b>	<b>NON CAMPUS</b>	<b>PUBLIC PROPERTY</b>
		<b>Student Housing</b>	<b>Other</b>			
<b>ARRESTS</b>						
	LIQUOR LAW VIOLATIONS	0	0	0	0	0
	DRUG LAW VIOLATIONS	0	0	0	0	0
	ILLEGAL WEAPONS POSSESSION	0	0	0	0	0
<b>JUDICIAL REFERRALS</b>						
	LIQUOR LAW VIOLATIONS	0	0	0	0	0
	DRUG LAW VIOLATIONS	0	0	0	0	0
	ILLEGAL WEAPONS POSSESSION	0	0	0	0	0

## Clery Hate Crime Statistics

\* There were no hate crimes reported in 2019, 2020, and 2021 for On Campus, Non Campus, or Public Property at the Weatherford College Wise County Campus.

### VIOLENCE AGAINST WOMEN ACT Offences

2021 VAWA	ON CAMPUS		ON CAMPUS (TOTAL)	NON CAMPUS	PUBLIC PROPERTY
	Student Housing	Other			
<b>VAWA Crimes</b>					
Dating Violence	0	0	0	0	0
Domestic Violence	0	0	0	0	0
Stalking	0	0	0	0	0

2020 VAWA	ON CAMPUS		ON CAMPUS (TOTAL)	NON CAMPUS	PUBLIC PROPERTY
	Student Housing	Other			
<b>VAWA Crimes</b>					
Dating Violence	0	0	0	0	0
Domestic Violence	0	0	0	0	0
Stalking	0	0	0	0	0

2019 VAWA	ON CAMPUS		ON CAMPUS (TOTAL)	NON CAMPUS	PUBLIC PROPERTY
	Student Housing	Other			
<b>VAWA Crimes</b>					
Dating Violence	0	0	0	0	0
Domestic Violence	0	0	0	0	0
Stalking	0	0	0	0	0

# 2021 Fire Safety Report

Per the Clery Act, an institution of higher education that maintains on-campus student housing facilities is required to publish an annual fire safety report (either as part of its annual security report or as a separate publication) by October 1 of each year. Weatherford College chooses to publish its Fire Safety Report within its Annual Security Report. The Fire Safety Report must describe Weatherford College’s on-campus housing fire safety systems, contain statistics for fires that occurred in on-campus housing, and describe fire safety related policies and procedures pertaining to on-campus housing.

This fire safety report contains fire safety policies and procedures related to on-campus student housing and statistics for fires that occurred in that facility.

## Fires – Summary

Summary of Fires									
	2019			2020			2021		
Name of Facility	Fires	Injuries	Deaths	Fires	Injuries	Deaths	Fires	Injuries	Deaths
Coyote Village	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0

## Fire Safety System

### FIRE SAFETY SYSTEM—STUDENT HOUSING FACILITY (COYOTE VILLAGE)

Specific Building/Area of Coyote Village	Sprinklers	Detectors (in each common area)	Detectors in Individual Rooms	Strobes	Riser Room With Fire Pump
Community Center	Yes	Yes	Yes	Yes	Yes
Building 2	Yes	Yes	Yes	ADA Only	Yes
Building 3A	Yes	Yes	Yes	ADA Only	Yes
Building 3B	Yes	Yes	Yes	ADA Only	Yes
Building 4	Yes	Yes	Yes	ADA Only	Yes



**Weatherford College Board of Trustees  
Report**

**DATE:** October 13<sup>th</sup>, 2022

**AGENDA ITEM # 6.d.**

**SUBJECT:** Day-One Access

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**INFORMATION AND DISCUSSION:** An update will be presented regarding the Day-One Access project for summer and fall 2022.

**ATTACHMENTS:** None.

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**SUBMITTED BY:** Dr. Scott Tarnowiecky, Assistant Vice-President of Student Services



## Future Agenda Items or Meetings:

- Equities in Athletics Report



## Upcoming Events

- Oct. 11 Volleyball – WC vs. Southwestern Christian College  
(Graber Athletic Center at 5:00 p.m.)
- Oct. 24 Marilyn St. Clair Emeritus Reception (Emerging Technologies  
and Workforce Building at 3:00 p.m.)
- Oct. 25 Volleyball vs. Temple  
(Graber Athletic Center at 5:00 p.m.)
- Oct. 26-29 Fine Arts Production of *Dracula*  
(Marjorie Alkek Fine Arts at 7:30 p.m.)
- Oct. 28 Baseball Booster Sporting Clay Shoot (1:00 p.m.)
- Oct. 29 Safe Howloween, (WC North Parking Lot, 6:00 p.m. – 9:00 p.m.  
Special Needs access begins at 5:00 p.m.)
- Nov. 1 Women’s Basketball vs. Howard College  
(Graber Athletic Center at 5:45 p.m.)  
Men’s Basketball vs. Howard College  
(Graber Athletic Center at 7:30 p.m.)
- Nov. 11 Dr. Song Piano Recital (Marjorie Alkek Fine Arts at 7:30 p.m.)
- Nov. 14-17 Opera Workshop (Marjorie Alkek Fine Arts @
- Nov. 12 Coyote Chase Race (9:00 a.m. – 11:00 a.m.)



**Weatherford College Board of Trustees  
Closed Session**

**DATE:** October 13, 2022

**AGENDA ITEM #8. a.**

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

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

**ATTACHMENTS:** None.

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



**Weatherford College Board of Trustees  
Closed Session**

**DATE:** October 13, 2022

**AGENDA ITEM #8. b.**

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

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

**RECOMMENDATION:** None.

**ATTACHMENT:** None.

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



**Weatherford College Board of Trustees  
Closed Session**

**DATE:** October 13, 2022

**AGENDA ITEM #8. 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.

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**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.

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



**Weatherford College Board of Trustees**

**DATE:** October 13, 2022

**AGENDA ITEM #9**

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

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

**RECOMMENDATION:** None.

**ATTACHMENT:** None.

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



**Weatherford College Board of Trustees**

**DATE:** October 13, 2022

**AGENDA ITEM #10**

**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.

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**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.

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