



# ***BOARD OF TRUSTEES***

***Regular Board Meeting***

***Thursday, November 10, 2022***

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

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

**WEATHERFORD COLLEGE  
BOARD OF TRUSTEES  
November 10, 2022  
2 p.m.**

**AGENDA**

A meeting of the Board of Trustees of Weatherford College will be held on Thursday, November 10, 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
4. Consent Agenda and Financial Reports:
  - a. Approval of Minutes from the October 13, 2022 Board Meeting
  - b. Financial Reports Ending October 31, 2022
5. Reports:
  - a. Academics and Student Services Update - Mike Endy and Dr. Scott Tarnowiecky
  - b. Equities in Athletics Update 2021-2022 - Adam Finley
  - c. Athletics Update – Bob McKinley, Athletic Director and Jeff Lightfoot, Assistant A.D.
6. Future Agenda Items or Meetings:
  - a. 2021-22 Financial Audit
  - b. Approval of 2023-24 Academic Calendar
7. Announcements
8. 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
9. Consideration and Possible Action: Real Property
10. Consideration and Possible Action: Appointment, Employment, Evaluation, Reassignment, Duties, Discipline, or Dismissal of a Public Officer or Employee
11. Adjourn



Public Comment for  
Individuals  
Not on Agenda



## **President's Report**

- Recognitions
- Employee Notices



**Weatherford College Board of Trustees  
Consent Agenda**

**DATE:** November 10, 2022

**AGENDA ITEM #4. a.**

**SUBJECT:** Minutes from the October 13, 2022 Board meeting

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**INFORMATION AND DISCUSSION:** None.

**RECOMMENDATION:** That the Board of Trustees reviews and approves the October 13, 2022 regular meeting minutes.

**ATTACHMENTS:** Minutes from the October 13, 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  
October 13, 2022**

The Weatherford College Board of Trustees met in regular session at 2:00 p.m., Thursday, October 13, 2022, in the Community Room of the Emerging Technologies and Workforce Building. Board Chair Mac Smith called the meeting to order. Other trustees present were Vice-Chair Dan Carney, Dr. Trev Dixon, G.B. Bailey, Doug Dowd, Secretary Lela Morris and Dr. Robert Marlett. Judy McAnally was absent. Brent Baker gave the invocation and the Pledge of Allegiance was recited.

Call to Order,  
Invocation and  
Pledge of Allegiance

Gary Jordan of Weatherford, Texas, spoke regarding public concerns.

Public Comment

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

President's Report

a. Recognitions –

- Lauren Tidwell, Sharon Johnson, and the entire Phi Theta Kappa Honor Society chapter on receiving a 2022 Honors in Action grant from Phi Theta Kappa and the Mellon Foundation. WC's PTK chapter received the grant for their recycling project, Trash Art.
- Weatherford College biology professor, Dr. Bishnu Twanabasu, who recently attended an international botany conference in Anchorage, Alaska, organized by the Botanical Society of America and five other societies. Dr. Twanabasu presented undergraduate student research on mycorrhizal fungi and cover crops during the conference.
- The Weatherford College volleyball team is currently first in our conference at 8-1.
- Weatherford College's Bachelors of Applied Technology in Medical and Health Services Management degree program has joined the ranks of top Texas universities such as Baylor and Texas A&M with a membership in the Association of University Programs in Health Administration. This is WC's third bachelor's degree program with two on the way.

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:

- Dr. Peter Klimo, Instructor and Program Director of Echocardiography, resignation effective 9/16/2022

- Jessica McKee, Director of Workforce Education; resignation effective 9/23/2022
- Justin Porter, Campus Police Officer; resignation effective 10/14/2022

c. Enrollment Update –

Our Fall 2022 Census date enrollment was 5,449 students compared to 5,302 last year. While we grew both part-time and full-time enrollment groups, full-time enrollment grew at a faster pace than part-time enrollment. The most positive increase was the increase in state contact hour funding. An increase was made from 999,280 contact hours last year, to 1,037,924 funded contact hours this fall. This funding increase was primarily due to the expansion of our nursing programs and the addition of the bachelor's degrees.

Consent Agenda

A recommendation was made that the Board of Trustees approves the September 8, 2022 Board of Trustees minutes. *Minutes submitted by Theresa Hutchison, Executive Assistant to the President.*

Minutes

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. The recommendation was that the Board approves the financial reports ending September 30, 2022 as presented. *Attached are the Cash Balance Reports and Operating Statements at September 30, 2022, submitted by Dr. Andra R. Cantrell, Executive Vice President for Financial & Administrative Services.*

Financial Reports

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 for \$66,652.2, Marfield, Inc. for \$565.95 for a total estimated cost of \$67,218.18 *Attached is the Tabulation on Sealed Bids for Color and Web Printing Services #SB-01-23 submitted by Dr. Andra R. Cantrell, Executive Vice-President of Financial & Administrative Affairs.*

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

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 for a total estimated cost of \$511,008.82. *Attached is the Premium Summary from HUB International on Renewal Proposal for Insurance Coverages, Loss Control & Risk Management Services submitted by Dr. Andra R. Cantrell, Executive Vice-President of Financial & Administrative Affairs.*

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

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. *Attached is the TIPS Cooperative Contract Quote #9.9.22 from Blackmon Mooring submitted by Dr. Andra R. Cantrell, Executive Vice-President of Financial & Administrative Affairs.*

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

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. *Attached is the Chief Executive Office Summary Report submitted by Adam Finley, Executive Dean of Enrollment Management.*

Chief Executive Office  
Reporting Requirements  
TEC§ 51.253(c)

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

Consent Agenda  
803-1  
Approved

Mr. Smith requested that this item be discussed following closed session.  
Mr. Bailey made the motion to move the item for discussion. Dr. Marlett seconded and the motion carried unanimously.

GMP for Vickie and  
Jerry Durant Hall  
803-2  
Moved

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. Access and Affordability Report, submitted by Adam Finley, Executive Dean of Enrollment Management & Registrar
- c. Clery Act Report, submitted by Anthony Bigongiari, Chief of Police
- d. Day-One Access, presented by Dr. Scott Tarnowiecky, Assistant Vice-President of Student Services and Jared Stewart, Social Sciences Instructor

President Farmer discussed the following tentative future agenda items:

Future Agenda Items

- a. Equities in Athletics Report

Vice President Brent Baker made the following announcements:

Announcements

- 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.)

October 13, 2022

Nov. 14-17 Opera Workshop (Marjorie Alkek Fine Arts)  
Nov. 12 Coyote Chase Race (9:00 a.m. – 11:00 a.m.)

The Board of Trustees entered into Closed Session at 2:30 p.m. to consult with the college attorney in accordance with Government Code 551.072, to deliberate real property in accordance with Government Code 551.072, to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee in accordance with Government Code 551.074,

Closed Session

The Board reconvened in Open Session at 4:25 p.m.

Open Session

Dr. Dixon made the motion to accept the Guaranteed Maximum Price for the Vickie and Jerry Durant Hall as requested, not to exceed \$27,945,000, and a total project cost of \$32,309,207 million with furniture, fixtures, equipment and fees. This gives the contractor a framework composite of various bids. Mr. Bailey seconded and the motion carried unanimously.

GMP for Vickie and  
Jerry Durant Hall  
803-2

No action was taken regarding real estate.

Real Estate  
803-3  
No action

No action was taken regarding personnel matters.

Personnel Matters  
803-4  
No action

At 4:32 p.m., Dr. Marlett made the motion to adjourn the meeting. Mr. Bailey seconded and the motion carried unanimously.

Motion to Adjourn  
803-5  
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:** November 10, 2022

**AGENDA ITEM #4. b.**

**SUBJECT:** Financial Report Ending October 31, 2022

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**INFORMATION AND DISCUSSION:** The cash balance as of October 31, 2022 is \$76,690,847.90. This is an increase of \$18,344,632.21 from last year at October 31, 2021. The operating statement at October 31, 2022 indicates that total revenues collected are \$16,388,633 or 24.15% of budget. Total expenditures are \$11,902,134 or 17.54% of budget.

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

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

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

**WEATHERFORD COLLEGE  
CASH BALANCE REPORT  
October 31, 2022**

<u>Unrestricted Funds</u>	Checking	Investments	Payroll & Petty Cash	Total
Beginning Balance	11,714,590.83	40,610,256.89	3,745.00	52,328,592.72
Deposits	4,460,752.86	25,032,943.33	-	29,493,696.19
Disbursements	(6,226,469.02)	(25,000,000.00)	-	(31,226,469.02)
Ending Balance	<u>9,948,874.67</u>	<u>40,643,200.22</u>	<u>3,745.00</u>	<u>50,595,819.89</u>

Unrestricted Funds:	Checking Acct	Investments	Acct Balance
Maintenance and Carter	9,948,874.67	40,643,200.22	50,592,074.89
Payroll	-	-	-
Petty cash	3,745.00	-	3,745.00
Sub-total	<u>9,952,619.67</u>	<u>40,643,200.22</u>	<u>50,595,819.89</u>
Restricted Funds:			
Scholarships & Loans	938,067.60	2,207,471.97	3,145,539.57
Schropshire Cap. Impr.	321,617.89	-	321,617.89
Construction	2.77	-	2.77
Debt Service	19,995,608.70	1,960,187.98	21,955,796.68
Interest & Sinking	47,071.10	-	47,071.10
Contingency Reserves	-	625,000.00	625,000.00
Sub-total	<u>21,302,368.06</u>	<u>4,792,659.95</u>	<u>26,095,028.01</u>
<b>Grand Total</b>	<u>31,254,987.73</u>	<u>45,435,860.17</u>	<u>76,690,847.90</u>

## Recap of Investments

<u>Investments</u>	<u>Current Value 10/31/2022</u>	<u>Rate</u>	<u>Maturity Date</u>
<u>Prosperity Bank</u>			
Money Market Account	20,435,860.17	1.40%	
CD	10,000,000.00	1.90%	4/18/2023
CD	15,000,000.00	2.20%	10/18/2023
Total Investments	<u>45,435,860.17</u>		

**WEATHERFORD COLLEGE  
STATEMENT OF REVENUES  
October 31, 2022**

	2021-2022			2022-2023			
	Amended Budget	Received 10/31/2021	% of Budget	Amended Budget	Received 10/31/2022	Balance	% of Budget
<b>Operating Revenues</b>							
Tuition							
In-District Resident	\$ 4,779,591	\$ 2,446,649	51.19%	\$ 5,245,659	\$ 2,388,254	\$ 2,857,405	45.53%
Out-of District Resident	\$ 6,254,122	\$ 3,254,002	52.03%	\$ 7,107,899	\$ 3,290,642	\$ 3,817,257	46.30%
Out-of District Resident - EC Granbury	\$ 302,405	\$ 123,671	40.90%	\$ 228,810	\$ 44,973	\$ 183,837	19.66%
Out-of District Resident - Wise County	\$ 1,855,016	\$ 918,274	49.50%	\$ 2,132,779	\$ 941,880	\$ 1,190,899	44.16%
Non-Resident	\$ 741,315	\$ 471,065	63.54%	\$ 1,022,125	\$ 616,499	\$ 405,626	60.32%
Differential Tuition	\$ 867,840	\$ 493,061	56.81%	\$ 1,063,327	\$ 536,689	\$ 526,638	50.47%
State Funded Continuing Education	\$ 555,000	\$ 276,119	49.75%	\$ 560,000	\$ 373,224	\$ 186,776	66.65%
Non-State Funded Continuing Education	\$ 21,200	\$ 20,161	95.10%	\$ 22,700	\$ 48,580	\$ (25,880)	214.01%
Total Tuition	\$ 15,376,489	\$ 8,003,002	52.05%	\$ 17,383,299	\$ 8,240,740	\$ 9,142,559	47.41%
Fees							
General Fee	\$ 1,957,606	\$ 1,309,336	66.88%	\$ 3,140,708	\$ 1,470,031	\$ 1,670,677	46.81%
Laboratory Fee	\$ 349,723	\$ 175,062	50.06%	\$ 387,675	\$ 165,041	\$ 222,634	42.57%
Total Fees	\$ 2,307,329	\$ 1,484,398	64.33%	\$ 3,528,383	\$ 1,635,072	\$ 1,893,311	46.34%
Allowances and Discounts							
Bad Debt Allowance	\$ (52,500)	\$ -	0.00%	\$ (27,500)	\$ -	\$ (27,500)	0.00%
Remissions and Exemptions	\$ (1,555,000)	\$ (764,865)	49.19%	\$ (1,643,500)	\$ (981,843)	\$ (661,657)	59.74%
Total Allowances and Discounts	\$ (1,607,500)	\$ (764,865)	47.58%	\$ (1,671,000)	\$ (981,843)	\$ (689,157)	58.76%
Additional Operating Revenues							
Federal Grants and Contracts (Operating)	\$ 10,224,175	\$ 200,844	1.96%	\$ 2,863,974	\$ 210,725	\$ 2,653,249	7.36%
State Grants and Contracts	\$ 111,245	\$ -	0.00%	\$ 6,245	\$ 19,340	\$ (13,095)	309.68%
Non-Governmental Grants	\$ -	\$ -	-	\$ -	\$ -	\$ -	-
Local Grants & Contracts	\$ 3,541,279	\$ 172,634	4.87%	\$ 4,236,000	\$ 68,782	\$ 4,167,218	1.62%
Sales & Services of Educational Activities	\$ 50,500	\$ 3,472	6.88%	\$ 43,000	\$ 10,779	\$ 32,221	25.07%
Investment income - Program Restricted	\$ 54,750	\$ 7,859	14.35%	\$ 44,750	\$ 21,437	\$ 23,314	47.90%
Other Operating Revenues	\$ 394,000	\$ 34,153	8.67%	\$ 624,000	\$ 129,352	\$ 494,648	20.73%
Total Additional Operating Revenues	\$ 14,375,949	\$ 418,962	2.91%	\$ 7,817,969	\$ 460,413	\$ 7,357,556	5.89%
Auxiliary Income							
Bookstore	\$ 140,864	\$ 11,660	8.28%	\$ 167,366	\$ 12,552	\$ 154,814	7.50%
Cafeteria	\$ 650,000	\$ 350,144	53.87%	\$ 715,000	\$ 361,768	\$ 353,232	50.60%
Dormitory	\$ 1,036,440	\$ 564,719	54.49%	\$ 1,234,185	\$ 542,867	\$ 691,318	43.99%
Intercollegiate Athletics	\$ -	\$ -	-	\$ -	\$ -	\$ -	#DIV/0!
Student Services	\$ 227,988	\$ 104,127	45.67%	\$ 218,000	\$ 89,910	\$ 128,090	41.24%
Carter Agricultural Center	\$ 27,000	\$ 4,264	15.79%	\$ 25,600	\$ 7,522	\$ 18,078	29.38%
Total Auxiliary Enterprises	\$ 2,082,292	\$ 1,034,914	49.70%	\$ 2,360,151	\$ 1,014,620	\$ 1,345,531	42.99%
Total Operating Revenues	\$ 32,534,559	\$ 10,176,410	31.28%	\$ 29,418,802	\$ 10,369,003	\$ 19,049,799	35.25%
<b>Non-Operating Revenues</b>							
State Appropriations							
Education and General State Support	\$ 8,925,333	\$ 2,142,078	24.00%	\$ 8,925,333	\$ 2,142,076	\$ 6,783,257	24.00%
State Group Insurance	\$ -	\$ 290,952	-	\$ -	\$ 290,952	\$ (290,952)	#DIV/0!
State Retirement Matching	\$ -	\$ 62,268	-	\$ -	\$ 108,146	\$ (108,146)	#DIV/0!
State Appropriations-Other	\$ -	\$ -	-	\$ -	\$ -	\$ -	-
Professional Nursing Shortage Reduction	\$ 155,452	\$ 23,402	15.05%	\$ -	\$ -	\$ -	#DIV/0!
Total State Appropriations	\$ 9,080,785	\$ 2,518,700	27.74%	\$ 8,925,333	\$ 2,541,174	\$ 6,384,159	28.47%
Maintenance Ad Valorem Taxes-Parker County	\$ 19,864,125	\$ 127,999	0.64%	\$ 22,627,920	\$ 289,067	\$ 22,338,853	1.28%
Debt Service Ad Valorem Taxes	\$ 597,400	\$ 4,725	0.79%	\$ -	\$ 2,139	\$ (2,139)	#DIV/0!
Federal Grants and Contracts (Non-Operating)	\$ 11,987,997	\$ 6,988,221	58.29%	\$ 6,734,431	\$ 2,961,170	\$ 3,773,261	43.97%
Lost Revenue Reimbursement	\$ -	\$ -	-	\$ -	\$ -	\$ -	#DIV/0!
Gifts	\$ 591,504	\$ 405,674	68.58%	\$ 58,000	\$ 48,041	\$ 9,959	82.83%
Investment Income	\$ 125,000	\$ 14,931	11.94%	\$ 100,000	\$ 56,950	\$ 43,050	56.95%
Unrealized Gain on Mineral Rights	\$ -	\$ -	#DIV/0!	\$ -	\$ 121,090	\$ (121,090)	#DIV/0!
Contributions in Aid of Construction	\$ -	\$ -	-	\$ -	\$ -	\$ -	#DIV/0!
Total Non-Operating Revenue	\$ 42,246,811	\$ 10,060,250	23.81%	\$ 38,445,684	\$ 6,019,630	\$ 32,426,054	15.66%
Budgeted Transfers	\$ 1,064,934	\$ -	-	\$ 1	\$ -	\$ 1	-
<b>TOTAL</b>	<b>\$ 75,846,304</b>	<b>\$ 20,236,660</b>	<b>26.68%</b>	<b>\$ 67,864,487</b>	<b>\$ 16,388,633</b>	<b>\$ 51,475,854</b>	<b>24.15%</b>

**WEATHERFORD COLLEGE  
STATEMENT OF EXPENDITURES  
October 31, 2022**

	2021-2022			2022-2023			
	Amended Budget	Expended 10/31/2021	% of Budget	Amended Budget	Expended 10/31/2022	Balance	% of Budget
<b>Operating Expenses</b>							
Unrestricted							
Instruction	\$ 15,583,493	\$ 2,031,947	13.04%	\$ 16,554,555	\$ 2,389,569	\$ 14,164,986	14.43%
Public Service	\$ 740,869	\$ 2,720	0.37%	\$ 335,825	\$ 58,015	\$ 277,810	17.28%
Academic Support	\$ 4,153,384	\$ 510,791	12.30%	\$ 4,129,213	\$ 504,696	\$ 3,624,517	12.22%
Student Services	\$ 2,587,205	\$ 204,208	7.89%	\$ 2,448,374	\$ 290,093	\$ 2,158,281	11.85%
Institutional Support	\$ 10,119,938	\$ 1,548,262	15.30%	\$ 11,774,132	\$ 1,670,343	\$ 10,103,789	14.19%
Operation & Maint. of Plant	\$ 7,946,845	\$ 784,250	9.87%	\$ 9,383,158	\$ 866,148	\$ 8,517,010	9.23%
Scholarships and Fellowships	\$ -	\$ -		\$ -	\$ -	\$ -	
Staff Benefits	\$ 725,000	\$ 146,791	20.25%	\$ 650,000	\$ 169,975	\$ 480,025	26.15%
<b>Total Unrestricted Educational Activities</b>	<b>\$ 41,856,734</b>	<b>\$ 5,228,968</b>	<b>12.49%</b>	<b>\$ 45,275,257</b>	<b>\$ 5,948,839</b>	<b>\$ 39,326,418</b>	<b>13.14%</b>
Restricted							
Instruction	\$ 424,729	\$ 27,100	6.38%	\$ 55,000	\$ 13,203	\$ 41,797	24.01%
Public Service	\$ 3,000	\$ -	0.00%	\$ 6,000	\$ -	\$ 6,000	0.00%
Academic Support	\$ 15,529	\$ 1,718	11.06%	\$ -	\$ -	\$ -	#DIV/0!
Student Services	\$ 8,744,163	\$ 174,964	2.00%	\$ 2,664,866	\$ 162,760	\$ 2,502,106	6.11%
Institutional Support	\$ 6,245	\$ -	0.00%	\$ 6,245	\$ 440	\$ 5,806	7.04%
Operation & Maint. of Plant	\$ -	\$ -		\$ -	\$ -	\$ -	
Scholarships and Fellowships	\$ 14,540,466	\$ 7,992,287	54.97%	\$ 9,234,671	\$ 4,223,970	\$ 5,010,701	45.74%
Staff Benefits	\$ -	\$ 353,219		\$ -	\$ 399,098	\$ (399,098)	
<b>Total Restricted Educational Activities</b>	<b>\$ 23,734,132</b>	<b>\$ 8,549,288</b>	<b>36.02%</b>	<b>\$ 11,966,782</b>	<b>\$ 4,799,470</b>	<b>\$ 7,167,312</b>	<b>40.11%</b>
<b>Total Educational Activities</b>	<b>\$ 65,590,866</b>	<b>\$ 13,778,256</b>	<b>21.01%</b>	<b>\$ 57,242,039</b>	<b>\$ 10,748,309</b>	<b>\$ 46,493,730</b>	<b>18.78%</b>
Auxiliary Enterprises	\$ 3,407,989	\$ 503,840	14.78%	\$ 4,020,072	\$ 633,538	\$ 3,386,534	15.76%
Depreciation Expense - Buildings and and Land Improvements	\$ 1,166,578	\$ 200,654		\$ 1,203,924	\$ 244,728	\$ 959,196	
Depreciation Expense - Furniture, Machinery, Vehicles, and Other Equipment	\$ 660,689	\$ 112,558		\$ 675,348	\$ 113,550	\$ 561,798	
<b>Total Operating Expenses</b>	<b>\$ 70,826,122</b>	<b>\$ 14,595,308</b>	<b>20.61%</b>	<b>\$ 63,141,383</b>	<b>\$ 11,740,125</b>	<b>\$ 51,401,258</b>	<b>18.59%</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	\$ 176,802	16.60%	\$ 914,156	\$ 32,824	\$ 881,332	3.59%
<b>TOTAL</b>	<b>\$ 75,061,903</b>	<b>\$ 14,895,157</b>	<b>19.84%</b>	<b>\$ 67,865,808</b>	<b>\$ 11,902,134</b>	<b>\$ 55,963,674</b>	<b>17.54%</b>



**Weatherford College Board of Trustees  
Consent Agenda**

**DATE:** November 10, 2022

**AGENDA ITEM#** 5.a.

**SUBJECT:** Academic and Student Services Update

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**INFORMATION AND DISCUSSION:**

**Program Updates:**

Associate of Applied Sciences in Early Childhood Education and Teaching approved 10/24/2022.

Proposal for a BAAS in Early Childhood Education and Teaching submitted 10/25/2022.

Proposal for Associate of Applied Sciences in Automotive Technology submitted 9/29/2022

**Pathways Update:**

Weatherford College will proceed in its Pathways initiative with increased attention to local issues and responses. Current responses include:

Return to institutionally provided Professional Development resources for all employees via StarLink and Innovative Educators.

Innovation Forums – WC will support employees in their efforts to identify issues of concern and opportunities for improvement to be addressed at the level of occurrence. Mr. Stewart ( Social Science Instructor) will lead the first innovation forum focusing on Open Educational Resources.

**Numbers with Heart:**

**Instructional Information:**

WC maintains its web-based instructional information resources in compliance with legislative mandates. The College migrated its syllabi and instructor pages from its outdated MOODLE LMS to the Clean Catalog system which also houses the Weatherford College Catalog. The data are now live in the Clean Catalog system as revisions and improvements continue.

Texas House Bill 2504 compelled institutions of higher education to develop plans to publish faculty and course evaluation data as well as grade distributions. The College is currently investigating its options for a faculty and course evaluation system suitable to meet these demands. WC is also cleaning its data systems to ensure accuracy of our grade distribution data. The data associated with this narrative are the aggregated results of a comprehensive review of all grades awarded in credit bearing courses from Fall 2021 through Summer 2022. The system will allow WC faculty members, department chairs, program directors, and academic administrators to review and sort these data to identify areas for improvement.

**Key Findings:**

The most frequent grade earned during the period reviewed was an A (44%).

Over 80% of course attempts resulted in successful (A, B, C, or P) completions.

The distribution of grades varied little from term to term, including summer.

Students received failing grades (9%) more often than they withdrew (5%).



Fall 2021															
A		B		C		D		F		I		P		W	Total
7042	43%	4238	26%	1853	11%	579	4%	1511	10%	12		203		897	5% 16,336
Spring 2022															
A		B		C		D		F		I		P		W	Total
6268	44%	3622	25%	1711	12%	509	4%	1221	9%	8		115		791	6% 14,309
					81%										19%
					81%										19%
Summer 2022															
A		B		C		D		F		I		P		W	Total
1966	53%	976	26%	311	8%	88	2%	209	6%	2		4		129	4% 3,685
					87%										13%
Annual Total															
15276	44%	8836	26%	3875	11%	1176	3%	2941	9%					1817	5% 34,330
					81%										17%

**Coyote Clinic:**

The Coyote Clinic, which since fall of 2020 had been operating out of Coyote Village is now in the bottom floor of LART (Liberal Arts). The Coyote Clinic is a partnership between the college and the Parker County Hospital District (PCHD). The Director of the Coyote Clinic is Nancy Shelton, MSN, RN. Other staff that work there include Dr. Steven Welch, DO, Mary Grace Vaugh, Nurse practitioner, and Elizabeth Hingley, Family Nurse practitioner. General non-emergency care is offered at the clinic. With their MEDPOD computer, patients are able to see and talk to a provider on the screen. That camera allows a medical provider, for example a medical doctor that is physically not present, to look at the ears, nose, throat, and skin of a student and make a diagnosis. The Clinic performs strep testing, COVID and flu testing, as well as see students (as well as a faculty and staff) for general illnesses and allergy symptoms, and minor wound care. They also provide health information on such things as health promotion, women’s health, preventing infection, and COVID care. Since



August the newly moved Coyote Clinic has seen 115 Clinic visits and 58 walk-in/phone calls. Since Fall of 2020 when the clinic opened they have seen or talked with a total of 838 patients.

**Education Navigation:**

In 2018, Education Navigation (part of Catholic Charities) was launched at Weatherford College. The program addresses educational barriers for college students. Until recently Evone Scott was WC's Navigator, but due to her promotion, Becky Fryer has now taken on this role (Ms. Scott now oversee Ms. Fryrer as well as other Navigators. Navigators interview potential student participants. Once brought into the program the Naviagator helps the students persist and graduate. Students are offered supportive case management, limited tuition assistance, emergency financial services, and other support programs. Since 2018, 102 students have been served here at WC in Education Navigation. Of those 102, thirty-nine are currently active in the program. Of the remaining sixty-three students from that 102, fifty-three either successfully graduated or transferred on to a four-year university. On average students passed 98% of their courses. This is a tremendous retention rate and success rate.

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**Submitted by:** Mike Endy, Vice President of Instruction



## Weatherford College Board of Trustees Report

**DATE:** November 10<sup>th</sup>, 2022

**AGENDA ITEM # 5.b.**

**SUBJECT:** Equities in Athletics Report 2021-2022

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**INFORMATION AND DISCUSSION:** The U.S. Department of Education requires that institutions of higher education submit their Equity in Athletics Disclosure Act (EADA) Report by October 15<sup>th</sup> each year. This report is designed to make prospective students and prospective student-athletes aware of an institution of higher education's commitment to providing equitable athletics opportunities for its men and women students.

**ATTACHMENTS:** The full report for 2021-2022 is available at the Office of Postsecondary Education's (OPE) public dissemination website: <http://ope.ed.gov/athletics>. Attached to your Board Packet is the report that was submitted and is available to students and prospective students as required by law.

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



# **Equities in Athletics Report 2021-2022**



Date: October 15<sup>th</sup>, 2022

To: All Weatherford College Students, Faculty, Staff and Prospective Students

From: Adam Finley, Executive Dean of Enrollment Management & Registrar

Subject: Equities in Athletics Report [Report cite 34 CFR 668.47]

The *Equity in Athletics Disclosure Act (EADA)* is designed to make prospective students and prospective student-athletes aware of an institution of higher education's commitment to providing equitable athletic opportunities for its men and women students. The *EADA* requires the disclosure of information about varsity teams and the financial resources and personnel that the school dedicates to those teams.

Any coeducational institution of higher education that participates in Title IV, the federal student aid program, and has an intercollegiate athletics program, must comply with the *EADA* by preparing an annual report, officially called *The Report on Athletic Program Participation Rates and Financial Support Data*.

The established *EADA Report* may also be viewed via the Weatherford College website ([www.wc.edu](http://www.wc.edu)) by clicking on "About" and selecting "Consumer Information". Additionally, the U.S. Department of Education Office of Postsecondary Education, hosts the website that displays all college/university *EADA Reports*, which can be accessed at <http://ope.ed.gov/athletics>.

Questions regarding the *EADA Report* or the information contained in this document may be addressed to the Weatherford College Athletics Department at 817-598-6355.

## Identification

Weatherford College  
225 College Park Drive  
Weatherford, TX 76086  
800-287-5471

Athletic Director Name: Bob McKinley  
Telephone Number: 817-598-6256  
Email Address: [bmckinley@wc.edu](mailto:bmckinley@wc.edu)

Assistant Athletic Director Name: Jeff Lightfoot  
Telephone Number: 817-598-6353  
Email Address: [jlightfoot@wc.edu](mailto:jlightfoot@wc.edu)

Chief Administrative Officer: Dr. Tod Allen Farmer  
Telephone Number: 817-594-6271  
Email Address: [tafarmer@wc.edu](mailto:tafarmer@wc.edu)

Title IX Coordinator: Adam Finley  
Telephone Number: 817-598-8831  
Email Address: [afinley@wc.edu](mailto:afinley@wc.edu)

## EADA General

Designated Reporting Year: Begins 07/01/2021 and Ends 06/30/2022

The number of full-time undergraduates by gender as reported on the Weatherford College 2019-20 IPEDS Survey.

	Number	Percent
Male full-time undergraduates	532	37%
Female full-time undergraduates	896	63%
Total full-time undergraduates	1428	100%

Athletic Sanctioning Body for the designated reporting year: NJCAA Division I

The WC Rodeo Team abides by the Constitution, By-Laws and Rules of the National Intercollegiate Rodeo Association (NIRA).

### Screening Questions

1. Weatherford College reports operating or game-day expenses by team, rather than by participant.
2. WC has Men’s, Women’s and Coed Teams.
3. WC has assistant coaches for some of its teams.
4. WC has volunteer assistant coaches for Baseball, Softball, Women’s Basketball teams.

### Sports Selection – Men’s and Women’s and Coed Teams Athletics Participation

The sports teams with participation at Weatherford College are as follows:

Team	Men’s Team	Women’s Team
Baseball	44	
Basketball-Men	15	
Golf - Men	9	
Basketball-Women		13
Softball		20
Tennis - Women		8
Rodeo-Men	31	
Rodeo-Women		36
Unduplicated Count of participants	99	77

### Head Coaches

**Baseball:** One male head coach who is assigned to the team on a part-time basis. He is a full-time WC employee.

**Basketball-Men’s:** One male head coach who is assigned to the team on a part-time basis. He is a full-time WC employee.

**Golf - Men’s:** One male head coach who is assigned to the team on a full-time basis. He is a full-time WC employee

Average Annual Institutional Salary per full-time equivalent (FTE) for men’s teams: \$56,400

**Basketball-Women:** One male head coach who is assigned to the team on a part-time basis. He is a full-time WC employee.

**Softball:** One female head coach who is assigned to the team on a part-time basis. She is a full-time WC employee.

**Tennis – Woman’s** One female head coach who is assigned to the team on a full-time basis. She is a full-time WC employee.

Average Annual Institutional Salary per full-time equivalent (FTE) for women’s teams: \$56,400

**Rodeo (Coed):** One male head coach who is assigned to the team on a full-time basis. He is a full-time WC employee.

Average Annual Institutional Salary per full-time equivalent (FTE) for co-ed teams: \$66,515

### Assistant Coaches

**Baseball:** One male assistant coach who is assigned to the team on a part-time basis. He is a full-time WC employee.  
One male volunteer assistant coach, who is assigned to the team on a part-time, volunteer basis.

**Basketball-Men:** One male assistant coach who is assigned to the team on a part-time basis. He is a full-time WC employee.

Average Annual Institutional Salary per full-time equivalent (FTE) for Men's Teams: \$32,000

**Basketball-Women:** One female assistant coach who is assigned to the team on a full-time basis. She is a full-time WC employee.  
One female volunteer assistant coach, who is assigned to the team on a part-time, volunteer basis.

**Softball:** One male assistant coach who is assigned to the team on a full-time basis. He is a full-time WC employee.  
One female volunteer assistant coach who is assigned to the team on a part-time, volunteer basis.

Average Annual Institutional Salary per full-time equivalent (FTE) for women's teams: \$32,000

**Rodeo (Coed):** One male assistant coach who is assigned to the team on a part-time basis. He is a full-time WC employee.

Average Annual Institutional Salary per full-time equivalent (FTE) for co-ed teams: \$30,739

### Athletically Related Student Aid

	Men's Teams	Women's Teams	Coed Teams	Total
<b>Amount of Aid</b>	\$579,195	\$538,416	\$245,629	\$1,363,240
<b>Ratio (Percent)</b>	42%	39%	18%	100%

### Recruiting Expenses

Men's Teams	Women's Teams	Coed Teams	Total
\$17,206	\$16,628	\$4,199	\$38,033

### Operating (Game-Day) Expenses

*Operating (game-day) expenses are all expenses the institution incurs that are attributable to home, away, and neutral-site intercollegiate athletic contests for lodging, meals, transportation, uniforms, and equipment for coaches, team members, support staff (including, but not limited to team managers and trainers), and others including officials. It is a subset of the total expenses category.*

Team	Participants	\$ By Team
Basketball-Men	15	\$ 52,630
Baseball	44	\$ 96,966
Golf-Men	9	\$44,949
Total for Men's Teams	68	\$ 194,545

Team	Participants	\$ By Team
Basketball-Women	13	\$ 60,483
Softball	20	\$ 61,280
Tennis – Women	8	\$ 53,139
Total for Women's Teams	41	\$ 174,902

Team	Participants	\$ By Team
Rodeo-Men	31	\$ 41,213
Rodeo-Women	36	\$ 47,861
Total for Coed Teams	67	\$ 89,074

**Grand Total Operating Expenses:**

Total Men	99	\$ 235,758
Total Women	77	\$ 222,763
		\$ 458,521

### Total Expenses

*Expenses are all funds attributable to intercollegiate athletic activities. This includes appearance guarantees and options, athletically related student aid, contract services, equipment, fundraising activities, operating expenses, promotional activities, recruiting expenses, salaries and benefits, supplies, travel, and any other expenses attributable to intercollegiate athletic activities. It does not include capital expenditures or debt service funds used for indirect facilities (i.e., the value of facilities and services provided by the institution but not charged to athletics).*

Team	Men's	Women's	Total
Basketball	\$298,408	\$291,200	\$589,608
Baseball	\$481,357		\$481,357
Softball		\$381,439	\$381,439
Golf	189,380		\$189,380
Tennis		\$206,426	\$206,426
Rodeo	\$225,533	\$261,909	\$487,442
Total-All Teams	\$1,194,678	\$1,140,974	\$2,335,652
Not allocated by Gender/Sport			\$362,040
Grand Total Expenses			\$2,697,692

### Total Revenues

*Revenues are revenues attributable to intercollegiate athletic activities. This includes revenues from appearance guarantees and options, an athletic conference, tournament or bowl games, concessions, contributions from alumni and others, institutional support, program advertising and sales, radio and television, royalties, signage and other sponsorships, sports camps, state or other government support, student activity fees, ticket and luxury box sales, and any other revenues attributable to intercollegiate athletic activities. It does not include capital assets and other related debts (money specifically identified to pay for capital assets) or money for indirect facilities.*

Team	Men's	Women's	Total
Basketball	\$298,593	\$291,385	\$589,978
Baseball	\$507,578		\$507,578
Golf	\$189,380		\$189,380
Softball		\$393,714	\$393,714
Tennis		\$206,426	\$206,426
Rodeo	\$255,276	\$296,450	\$551,726
Total-All Teams	\$1,250,827	\$1,187,975	\$2,438,802
Not allocated by Gender/Sport			\$362,040
Grand Total Revenues			\$2,800,842

**Summary-Men's, Women's and Coed Teams**

	<b>Men's Teams</b>	<b>Women's Teams</b>	<b>Coed Teams</b>	<b>Total</b>
Total Head Coaches' Salaries	\$70,500	\$70,500	\$66,515	\$207,515
Total Asst. Coaches' Salaries	\$8,000	\$8,000	\$30,739	\$46,739
<b>Total Salaries</b>	<b>\$78,500</b>	<b>\$78,500</b>	<b>\$97,254</b>	<b>\$254,254</b>
Athletically Related Student Aid	\$579,195	\$538,416	\$254,629	\$1,363,240
Recruiting Expenses	\$17,206	\$16,628	\$4100	\$38,033
Operating Expenses	\$194,545	\$174,902	\$89,074	\$458,521
<b>Summary Subset Expenses</b>	<b>\$869,446</b>	<b>\$808,446</b>	<b>\$436,156</b>	<b>\$2,114,048</b>
Not allocated Expenses				\$363,040
<b>Grand Total Expenses</b>	<b>\$969,145</b>	<b>\$879,065</b>	<b>\$487,442</b>	<b>\$2,335,652</b>
Total Revenues for Teams	\$995,551	\$891,525	\$551,726	\$1,922,185
Not allocated Revenues				\$363,040
<b>Total Revenues minus Total Expenses</b>	<b>\$26,406</b>	<b>\$12,460</b>	<b>\$64,284</b>	<b>\$103,150</b>



Weatherford College Board of Trustees  
Consent Agenda

**DATE:** November 10, 2022

**AGENDA ITEM#** 5.c.

**SUBJECT:** Athletics Update

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**INFORMATION AND DISCUSSION:**

- Recap of Athletic program 21-22 success
- WC Athletics Producing Impactful Men & Women of character – Where are they now

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**Submitted by:** Coach Bob McKinley, Athletic Director and Coach Jeff Lightfoot, Assistant Athletic Director



## Future Agenda Items or Meetings:

- 2021-22 Financial Audit
- Approval of 2023-24 Academic Calendar



## Upcoming Events

- Nov. 10                    Men's Basketball – WC vs. TX Wesleyan  
(Graber Athletic Center at 6:00 p.m.)
- Nov. 12                    Coyote Chase Race  
(Memorial Plaza at 9:00 a.m.)
- Nov. 13                    Phi Theta Kappa Induction  
(Alkek Fine Arts Center at 2:00 p.m.)
- Nov. 17                    The Best of All Possible Worlds – Opera Workshop  
(Alkek Fine Arts Center at 7:30 p.m.)
- Nov. 19                    Women's Basketball – WC vs. Paris Jr. College  
(Graber Athletic Center at 2:00 p.m.)
- Men's Basketball – WC vs. Ranger College  
(Graber Athletic Center at 4:00 p.m.)
- Nov. 21                    Women's Basketball – WC vs. Paul Quinn College  
(Graber Athletic Center at 5:00 p.m.)
- Nov. 26                    Men's Basketball – WC vs. Kilgore College  
(Graber Athletic Center at 4:00 p.m.)
- Nov. 28                    Dr. Hyeyoung Song Piano Concert  
(Alkek Fine Arts Center at 7:30 p.m.)

(Continued)

- Dec. 1                      Men's Basketball – WC vs. Midland College  
(Graber Athletic Center at 6:00 p.m.)
- Women's Basketball – WC vs. Australia  
(Graber Athletic Center at 8:00 p.m.)
- Dec. 2                      Baseball Booster Sporting Clay Shoot  
(Carter Property at 1:00 p.m.)
- Dec. 3                      Men's Basketball – WC vs. Tribulation Prep  
(Graber Athletic Center at 1:00 p.m.)
- Dec. 5                      Choir Performance  
(Alkek Fine Arts Center at 7:30 p.m.)



**Weatherford College Board of Trustees  
Closed Session**

**DATE:** November 10, 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:** November 10, 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:** November 10, 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:** November 10, 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:** November 10, 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