

**San Jacinto College District  
Public Budget Hearing and Regular Board Meeting Minutes**

**July 9, 2018**

**The Board of Trustees of the San Jacinto Community College District met at 7:00 p.m., Monday, July 9, 2018, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas, for the Public Budget Hearing followed by the Regular Board Meeting.**

**Board of Trustees:** Erica Davis Rouse, Assistant Secretary  
Marie Flickinger, Chair  
Dan Mims, Vice Chair  
John Moon, Jr.  
Keith Sinor, Secretary  
Dr. Ruede Wheeler  
Larry Wilson

**Chancellor:** Brenda Hellyer

<b>Others Present:</b>	Chris Abumohor	Joseph Hebert	John Stauffer
	Anabia Alvi	Mini Izaguirre	Janice Sullivan
	Joshua Banks	Sallie Kay Janes	Chris Talley
	Amjad Batanaih	Robert Jeter, III	Marha Urdaneta
	Rhonda Bell	Brenda Jones	Van Wigginton
	Michelle Callaway	Bryan Jones	Stone Williams
	John Campbell	Tami Kelly	Laurel Williamson
	Pam Campbell	Ann Kokx-Templett	Teri Zamora
	Teri Crawford	Alex Korjenver	Craig Zimmerman
	Suzanne Deblanc	Kristy McAuliffe	
	Bill Dickerson	Elizabeth McKinley	
	Dianne Duron	Kevin McKisson	
	Bob Eaton	Zane Merrell	
	Maria Fargo	Lambrini Nicopoulos	
	Amanda Fenwick	Alexander Okwonna	
	Scott Gernander	Sandra Ramirez	
	Justin Goodman	Mandi Reiland	
	Rebecca Goosen	Leticia Reyna	
	Jim Griffin	Heather Rhodes	
	Nia Hall	Martha Robertson	
	Allatia Harris	Jackalin Rodriguez	
	Heather Harris	Thomas Schoenbein	
	Jonathan Harris	Danny Snooks	

**Public Budget Hearing:** Chair Marie Flickinger called the Public Budget Hearing to order at 7:03 p.m. Teri Zamora reviewed the 2017 – 2018 budget presentation. There were no citizens desiring to speak in the public comment portion of the hearing.

Brenda Hellyer stated that the Board has reviewed the budget in detail several times over the last few months. She explained that budget requests were reviewed and prioritized and considered prior to the final budget proposal. The budget for 2018-2019 was developed to achieve the strategic goals and annual priorities of the College.

Marie Flickinger and Dr. Ruede Wheeler discussed the contribution percent from the state for funding. Dr. Hellyer said she would review and present historical data at a future meeting.

The hearing was adjourned at 7:23 p.m.

**Call the Meeting to order:** Chair Marie Flickinger called the Regular Meeting of the Board of Trustees to order at 7:24 p.m.

**Roll Call of Board Members:** Erica Davis Rouse  
Dan Mims  
John Moon, Jr.  
Keith Sinor  
Dr. Ruede Wheeler  
Larry Wilson

**Invocation and Pledges to the Flags:** The invocation was given by Teri Crawford. The pledges to the American flag and the Texas flag were led by Dan Mims.

**Special Announcements, Recognitions, Introductions, and Presentations:**

1. Dr. Brenda Jones recognized the South Campus Phi Beta Lambda (PBL) State and National Student Awards. The Central Campus PBL awards will be presented at a future meeting.
2. Dr. Brenda Jones recognized the State and National South Campus Phi Theta Kappa (PTK) Chapter and Student Awards.
3. Dr. Laurel Williamson recognized Dr. Brenda Jones for receiving the PTK Distinguished Alumni Award and PBL Business Person of the Year Award.

**Student Success Presentations:** Michelle Callaway provided an update on Spring Course Retention and Success Rates.

**Communications to the Board:**

1. A thank you was sent to the Board from Crystal Tewes, for the plant sent in memory of her father.
2. A copy of the Opportunity News was provided to each Board member.

**Hearing of Such Citizens or Groups of Citizens Desiring to be Heard Before the Board:** Robert Jeter, III requested to be heard before the Board of Trustees.

**Informative Reports:** Chair Marie Flickinger indicated such reports were in the Board documents and online.

- A. San Jacinto College Financial Statements
- B. San Jacinto College Foundation Financial Statements
- C. Capital Improvement Program

**Motion 9874 Consideration of Approval of Amendment to the 2017-2018 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants** Motion was made by Larry Wilson, seconded by John Moon, Jr., for approval of Amendment to the 2017-2018 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants.

**Motion Carried.**

**Yeas:** Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson

**Nays:** None

**Motion 9875 Consideration of Approval of Proposed Budget for 2018 – 2019** Motion was made by Keith Sinor, seconded by Dan Mims, for approval of Proposed Budget for 2018-2019.

**Motion Carried.**

**Yeas:** Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson

**Nays:** None

**Motion 9876 Consideration of Approval of Policy VI.6003.B: Admissions – Second Reading** Motion was made by Dr. Ruede Wheeler, seconded by John Moon, Jr., for approval of Policy VI.6003.B: Admissions – Second Reading.

**Motion Carried.**

**Yeas:** Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson

**Nays:** None

**Motion 9877**  
**Consideration of**  
**Approval of**  
**Policy**  
**VI.6004.A:**  
**Compliance with**  
**Health**  
**Insurance**  
**Portability and**  
**Accountability**  
**Act (HIPAA) –**  
**Second Reading**

Motion was made by Erica Davis Rouse, seconded by Larry Wilson, for Approval of Policy VI.6004.A: Compliance with Health Insurance Portability and Accountability Act (HIPAA) – Second Reading.

**Motion Carried.**

**Yeas:** Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson  
**Nays:** None

**Motion 9878**  
**Consideration of**  
**Approval of**  
**Policy**  
**VII.7001.B:**  
**Publications,**  
**Academic**  
**Calendar,**  
**Distribution of**  
**Literature, and**  
**Advertising –**  
**Second Reading**

Motion was made by Dr. Ruede Wheeler, seconded by Dan Mims, for Approval of Policy VII.7001.B: Publications, Academic Calendar, Distribution of Literature, and Advertising – Second Reading.

**Motion Carried.**

**Yeas:** Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson  
**Nays:** None

**Motion 9879**  
**Consideration of**  
**Approval of**  
**National**  
**Intercollegiate**  
**Mutual Aid**  
**Agreement**

Motion was made by John Moon, Jr., seconded by Erica Davis Rouse, for Approval of National Intercollegiate Mutual Aid Agreement.

**Motion Carried.**

**Yeas:** Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson  
**Nays:** None

**Motion 9880**  
**Consideration of**  
**Approval of**  
**Interlocal**  
**Agreement with**  
**City of La Porte**

Motion was made by Dan Mims, seconded by Dr. Ruede Wheeler, for Approval of Interlocal Agreement with City of La Porte.

**Motion Carried.**

**Yeas:** Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson  
**Nays:** None

**Motion 9881**  
**Consideration of**  
**Approval of**  
**Annexation of**  
**Territory**  
**Owned by the**  
**City of Houston**

Motion was made by John Moon, Jr., seconded by Larry Wilson for Approval of Annexation of Territory Owned by the City of Houston at Ellington Field Located in the Clear Creek ISD Taxing District.

**Motion Carried.**

**Yeas:** Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson

**at Ellington  
Field Located in  
the Clear Creek  
ISD Taxing  
District**

**Nays: None**

**Motion 9882  
Consideration of  
Approval to  
Modify  
Incidental and  
Lab Fees**

Motion was made by Keith Sinor, seconded by Erica Davis Rouse, for Approval to Modify Incidental and Lab Fees.

**Motion Carried.**

**Yeas:** Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson  
**Nays:** None

**Motion 9883  
Consideration of  
Approval to  
Rescind Policy  
VI-X: Policy on  
Undocumented  
Immigrants**

Motion was made by Dan Mims, seconded by Dr. Ruede Wheeler, for Approval to Rescind Policy VI-X: Policy on Undocumented Immigrants.

**Motion Carried.**

**Yeas:** Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson  
**Nays:** None

**Consideration of  
Approval of  
Policy #: Student  
Conduct and  
Discipline – First  
Reading  
(Information  
Only)**

Informational item on Policy #: Student Conduct and Discipline – First Reading (Information Only). Dr. Hellyer stated that the policy and procedure went to the College for input on July 3, 2018.

**No vote needed.**

**Consideration of  
Approval of  
Policy #: Student  
Complaints –  
First Reading  
(Information  
Only)**

Informational item on Policy #: Student Complaints – First Reading (Information Only). Dr. Hellyer stated that the policy and procedure went to the College for input on July 3, 2018.

**No vote needed.**

**Consideration of  
Approval of  
Policy #:  
Campus Sexual  
Misconduct –  
First Reading  
(Information  
Only)**

Informational item on Policy #: Campus Sexual Misconduct – First Reading (Information Only). Dr. Hellyer stated that the policy and procedure went to the College for input on July 3, 2018.

**No vote needed.**

**Motion 9884  
Consideration of  
Purchasing  
Requests**

Motion was made by Dan Mims, seconded by Dr. Ruede Wheeler, for approval of the purchasing requests.

RFP #18-24 Sign Language Interpreting Services	\$500,000
CMR #18-34 Contract for Central Campus Frels Building Renovations	460,912
CSP #18-35 Contract for Central Campus Central Plant Modifications	959,779
CSP #18-36 Contract for South Campus HVAC Building Renovation	1,742,120
Purchase Request #1 Annual Renewals	25,961,126
Purchase Request #2 Purchasing Cooperatives	-
Purchase Request #3 Purchase Course and Curriculum Catalog Software	486,460
Purchase Request #4 Additional Funds for Oracle Advanced Security Options	240,000
Purchase Request #5 Additional Funds for Network Data Switches	227,000
Purchase Request #6 Renew Contract for Flood Insurance	187,050
Purchase Request #7 Purchase Emergency Phone Broadcasts Speakers	150,000
Purchase Request #8 Additional Funds for Temporary Staffing Services	150,000
Purchase Request #9 Purchase IT Consulting Services	125,000
Purchase Request #10 Additional Funds for Science Lab Supplies and Equipment	75,000
Purchase Request #11 Contract for Direct Digital Controls Network Upgrades Package II	650,596

Purchase Request #12	
Purchase Fleet Vehicles	64,000
Purchase Request #13	
City of Houston Impact Fees	<u>51,793</u>
TOTAL OF PURCHASE REQUESTS:	\$32,030,836

**Motion Carried.**

**Yeas:** Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson

**Nays:** None

**Motion 9885  
Consent Agenda**

Motion was made by Larry Wilson, seconded by John Moon, Jr., to approve the consent agenda.

- A. Approval of the Minutes for the June 4, 2018 Board Workshop and Regular Board Meeting
- B. Approval of the Budget Transfers
- C. Approval of Personnel Recommendations and 2017-2018 Part-Time Hourly Rate Schedule, 2018-2019 Stipends and Market Premiums Salary Schedule
- D. Approval of the Affiliation Agreements
- E. Approval of the Next Regularly Scheduled Meeting

**Motion Carried.**

**Yeas:** Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson

**Nays:** None

**Items for  
Discussion/  
Possible Action**

There were no additional items discussed.

**Adjournment:**

Meeting Adjourned at 7:51 p.m.