

**San Jacinto College District Board Workshop
 October 5, 2015
 District Administration Building, Suite 201**

MINUTES

	Board Workshop Attendees:	Board Members: Marie Flickinger, Brad Hance, Dan Mims, John Moon, Jr., Keith Sinor, Ruede Wheeler, Larry Wilson Chancellor: Brenda Hellyer Others: Lt. Bruce Caldwell, Sandra Ramirez, Mandi Reiland, Laurel Williamson
	Agenda Item:	Discussion/Information
I.	Call the Meeting to Order	Workshop began at 5:16 p.m.
II.	Roll Call of Board Members	Board Members: Dan Mims, Marie Flickinger, Brad Hance, John Moon, Jr., Keith Sinor, Dr. Ruede Wheeler, Larry Wilson
III.	Adjournment to closed or executive session pursuant to Texas Government Code Section 551.072 & 551.074, of the Texas Open Meetings Act, for the following purposes: Real Estate and Personnel Matters (Chancellor Evaluation)	Adjourned to closed session at 5:17 p.m.

	Reconvene in Open Meeting	Reconvened in open meeting at 6:00 p.m.
IV.	Clery/VAWA Report	<p>Sandra Ramirez and Lt. Caldwell presented on the Clery/Violence Against Women Act Report.</p> <p>Sandra gave an overview of the legislative background, ongoing student programs, and current programs and procedures for employees.</p> <p>Lt. Caldwell explained the Clery Act and the compliance requirements. He gave an overview of the new reporting requirements and the campus security authorities (CSA's).</p> <p>Dr. Wheeler asked if the training for students is voluntary or mandatory. Sandra answered that it is voluntary.</p> <p>Brenda Hellyer explained that we also alert the Board when an issue has occurred on campus that requires a timely warning notification.</p> <p>Brad Hance asked if there are CSA's on each campus. Lt. Caldwell explained that the CSA's covers a wide variety of issues. Currently there are about 300 CSA's spread across all of the campuses.</p> <p>Sandra explained the mandatory required training for employees. These training requirements were launched July 2015.</p> <p>Brad asked how long the training is. Sandra said an hour each and there are two modules.</p> <p>Sandra said that slide 14 is very important to note. We have met all the requirements as well as the federal deadlines.</p> <p>Sandra showed the resource items that were distributed to the Board. This included the student hand book, annual security report, and resource brochure.</p> <p>Dr. Wheeler asked how many complaints we get and if they are common. Sandra said they are common in the area for harassment. There are about two harassment cases on average per month in the</p>

		<p>employee relations side. Brenda referenced pages 34-36 if the Board would like to review what has been reported over the last three years.</p> <p>Marie Flickinger asked if we do this in the mandatory student orientation. Laurel Williamson and Sandra will confirm, but Laurel believes it is included. It is in the student handbook and they go over the student handbook in the training.</p>
V.	Performance Management Distribution Curves	This item was tabled.
VI.	Nominee for HCAD Board of Trustees	Brenda Hellyer explained that in 2013, legislation was passed that allowed community colleges and school districts other than Houston in Harris County to have a representative on the Harris County Appraisal District (HCAD) Board of Trustees. Toni Trumball was nominated and voted to represent this group during the past two years. There is an action item tonight that will nominate her again. The official vote on candidates must occur prior to December 15, 2015.
VII.	Calendar	<p>Brenda reviewed the Board calendar:</p> <ul style="list-style-type: none"> • 9/16 Pasadena Rodeo San Jac Night • 9/22 Board Retreat, 4:00 p.m., Building and Finance Committee Meetings will be cancelled • 9/23 Clear Lake Chamber Luncheon • 10/21 Houston Hispanic Chamber Elected Officials Reception • 10/14 – 10/17 ACCT Conference
VIII.	General Discussion of Meeting Items	There were no other items discussed.
IX.	Adjournment	Workshop adjourned at 6:59 p.m.