

***Board of Trustees
Meeting***

June 6, 2016

**NOTICE OF MEETING
BOARD OF TRUSTEES
SAN JACINTO COMMUNITY COLLEGE DISTRICT**

The Board of Trustees of the San Jacinto College Community District will meet at 5:00 p.m., Monday, June 6, 2016, in Room 201 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

**BOARD WORKSHOP
AGENDA**

- I. Call the Meeting to Order**
- II. Roll Call of Board Members**
- III. Adjournment to closed or executive session pursuant to Texas Government Code Section 551.071, 551.072, 551.074, 551.076, & 551.087 of the Texas Open Meetings Act, for the following purposes:**
 - a. For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized by law.
 - b. For the purpose of discussing the purchase, exchange, lease or value of real property.
 - c. For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee.
 - d. To consider the deployment, or specific occasions for implementation, of security personnel or devices.
 - e. To consider the potential future adoption of tax abatement guidelines and criteria and tax abatement agreement regarding ship channel industries.
- IV. Reconvene in Open Meeting**
- V. Discuss Proposed Fee Structure for Architectural Services**
- VI. Discuss Status of Request for Qualifications for Program Management**
- VII. General Discussion of Meeting Items**
- VIII. Review Calendar**
- IX. Adjournment**

Additional Closed Session Authority

If, during the course of the meeting covered by this Notice, the Board should determine that a closed or executive meeting or session of the Board should be held or is required in relation to any items included in this Notice, then such closed or executive meeting or session as authorized by Section 551.001 et seq. of the Texas Government Code (the Open Meetings Act) will be held by the Board at that date, 2 hour and place given in this Notice or as soon after the commencement of the

meeting covered by the Notice as the Board may conveniently meet in such closed or executive meeting or session concerning any and all subjects and for any and all purposes permitted by Sections 551.071, inclusive, of the Open Meetings Act, including, but not limited to:

Section 551.071 – For the purpose of a private consultation with the Board’s attorney on any or all subjects or matters authorized by law.

Section 551.072 – For the purpose of discussing the purchase, exchange, lease or value of real property.

Section 551.073 – For the purpose of considering a negotiated contract for a prospective gift or donation.

Section 551.074 – For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee.

Section 551.076 – To consider the deployment, or specific occasions for implementation, of security personnel or devices.

Section 551.084 – For the purpose of excluding a witness or witnesses from a hearing during examination of another witness.

Section 551.087– To discuss or deliberate regarding commercial or financial information that the Board has received from a business prospect that the Board seeks or may seek to have locate, stay, or expand in or near the territory of the College and with which the Board is conducting economic development negotiations or to deliberate the offer of a financial or other incentive to such business prospect.

Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed or executive meeting or session, then such final action, final decision, or final vote shall be at either:

- A. The open meeting covered by this Notice upon the reconvening of the public meeting, or
- B. At a subsequent public meeting of the Board upon notice thereof, as the Board shall determine.

Certification as to Posting or Giving of Notice

On this day, June 3, 2016, this notice was posted on a bulletin board located at a place convenient to the public in the central administrative office of the San Jacinto Community College District, 4624 Fairmont Parkway, Pasadena, Texas, the College’s website, and is readily accessible to the public upon request.

Brenda Hellyer, Ed.D.

**NOTICE OF MEETING
BOARD OF TRUSTEES
SAN JACINTO COMMUNITY COLLEGE DISTRICT**

The Board of Trustees of the San Jacinto College Community District will meet at 7:00 p.m. on Monday, June 6, 2016, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

**BOARD MEETING
AGENDA**

- I. Call the Meeting to Order**
- II. Roll Call of Board Members**
- III. Invocation and Pledge to the Flags**
- IV. Special Announcements, Recognitions, Introductions, and Presentations**
 - Recognition of Dr. B.J. Westbrook for his Donation Ruth Keenan
 - Recognition of Elizabeth McKinley for Five Years of Service with Phi Theta Kappa as an Advisor of the Alpha Gamma Zeta Chapter Laurel Williamson
 - Recognition of Dr. Brenda Jones for Being Awarded the Phi Theta Kappa 2016 Hall of Honor for Chief Executive Officers & the 2016 Shirley B. Gordon Award of Distinction Laurel Williamson
 - Recognition of the Student Government Association Region V State Nominees Joanna Zimmermann
 - Recognition of the Softball and Baseball Teams Brenda Jones
Bill Raffetto
- V. Student Success Presentations**
 - Spring Certified Headcount and FTIC Fall-to-Spring Persistence Rates Michelle Callaway
Marco Lozano
- VI. Communications to the Board of Trustees**
- VII. Hearing of Such Citizens or Groups of Citizens Desiring to be Heard Before the Board**
- VIII. Informative Reports to the Board**
 - A. San Jacinto College Financial Statement
 - B. San Jacinto College Foundation Financial Statement
 - C. Capital Improvement Program
 - D. San Jacinto College Building Committee Minutes
 - E. San Jacinto College Finance Committee Minutes

ACTION ITEMS

- IX. Consideration of Approval of Amendment to the 2015-2016 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants**
- X. Consideration of Policy IV-C-16: Extra Service Agreements – Second Reading**
- XI. Consideration of Approval of a Release & Settlement Agreement Between AT&T and San Jacinto Community College District**
- XII. Consideration of Approval of Bond Architect Pool**
- XIII. Consideration of Approval of Contract Rates for Architectural Services**

PURCHASING REQUESTS

- XIV. Consideration of Purchasing Requests**

CONSENT AGENDA

XV. Consent Agenda

(Any item placed on the consent agenda shall be removed and taken up as a separate matter, if so requested by any member of the Board, otherwise all items will be voted on with one (1) motion.)

- A. Approval of the Minutes for the May 2, 2016 Board Workshop and Regular Board Meeting**
- B. Approval of the Budget Transfers**
- C. Approval of Personnel Recommendations**
- D. Approval of the Affiliation Agreements**
- E. Approval of the Next Regularly Scheduled Meeting**

XVI. Items for Discussion/Possible Action

(Items removed from the Consent Agenda, will be considered at this time)

XVII. Adjournment

Closed Session Authority

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Section 551.071 – For the purpose of a private consultation with the Board’s attorney on any or all subjects or matters authorized by law.

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Brenda Hellyer, Ed.D.

SAN JACINTO COMMUNITY COLLEGE DISTRICT
Statement of Net Position
April 30,

<u>Assets</u>	<u>2016</u>	<u>2015</u>
Current assets:		
Cash and cash equivalents	\$ 91,648,159	92,071,701
Investments	-	9,920,859
Accounts receivable - taxes	5,492,502	4,863,911
Accounts receivable	13,950,934	15,981,446
Deferred charges	88,339	130,462
Inventories	<u>462,236</u>	<u>522,096</u>
Total current assets	<u>111,642,170</u>	<u>123,490,475</u>
Noncurrent assets:		
Restricted cash and cash equivalents	222,056,914	54,882,271
Restricted investments	-	1,012,412
Other long term investments	-	-
Capital assets, net	<u>408,426,372</u>	<u>373,242,521</u>
Total noncurrent assets	<u>630,483,286</u>	<u>429,137,204</u>
Total assets	<u>742,125,456</u>	<u>552,627,679</u>
Deferred outflows of resources:		
Deferred outflow related to pensions	<u>4,542,533</u>	<u>-</u>
<u>Liabilities</u>		
Current liabilities:		
Accounts payable	11,555,349	14,510,871
Accrued liabilities	2,351,429	2,523,576
Accrued compensable absences and deferred compensation	2,592,077	2,747,035
Deferred revenues	<u>8,396,154</u>	<u>7,521,756</u>
Total current liabilities	<u>24,895,009</u>	<u>27,303,238</u>
Noncurrent liabilities:		
Net pension liability	24,842,136	-
Bonds and notes payable	<u>478,574,391</u>	<u>288,058,716</u>
Total noncurrent liabilities	<u>503,416,527</u>	<u>288,058,716</u>
Total liabilities	<u>528,311,536</u>	<u>315,361,954</u>
Deferred inflows of resources -		
Deferred inflow related to pensions	<u>7,599,287</u>	<u>-</u>
<u>Net assets</u>		
Beginning of year	\$ 176,203,176	208,536,020
Current year addition	<u>34,553,990</u>	<u>28,729,705</u>
Total net position	<u>210,757,166</u> \$	<u>237,265,725</u>

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Eight Months Ended April 30, 2016

Consolidated -All Funds
(Not Including Capital Improvement Program)

	Adjusted Budget	Actual (66.67%)	% Actual to Adjusted Budget	4/30/15	% of 8/31/15 Actual
REVENUES:					
State Appropriations	\$ 46,094,872	\$ 28,398,925	61.61	\$ 29,170,148	62.82
Local Taxes - Maintenance & Operations	59,125,000	59,864,054	101.25	54,677,354	96.59
Local Taxes - Debt Service	22,879,299	21,979,933	96.07	25,469,635	97.53
Credit Tuition	41,169,879	39,518,337	95.99	37,653,596	96.26
Credit Fees	14,514,415	12,639,644	87.08	12,350,416	89.95
Credit Exemptions & Waivers	(2,843,954)	(3,614,288)	127.09	(3,189,211)	91.99
Bad Debt	(800,000)	(541,336)	67.67	(889,322)	55.58
Continuing Professional Development	6,445,000	5,033,400	78.10	3,683,367	61.58
Sales & Services	1,507,900	1,821,185	120.78	1,577,392	74.67
Investment Income	600,000	227,975	38.00	183,429	69.35
Auxiliary Services	3,590,000	2,717,631	75.70	2,595,982	69.09
Grants	68,482,602	42,179,951	61.59	43,577,980	88.03
Local Grants	2,310,792	1,493,281	64.62	1,708,838	80.78
Total	<u>263,075,805</u>	<u>211,718,692</u>	<u>80.48</u>	<u>208,569,604</u>	<u>86.66</u>
EXPENDITURES:					
Instruction	70,581,004	50,393,980	71.40	49,455,456	72.71
Public Service	5,577,818	4,138,794	74.20	3,451,231	59.17
Academic Support	29,698,623	10,386,371	34.97	9,805,957	67.17
Student Services	14,210,028	9,229,181	64.95	9,547,704	64.94
Institutional Support	67,759,632	36,350,547	53.65	39,491,357	67.68
Physical Plant	18,130,241	11,067,635	61.05	14,175,269	66.14
Scholarships and Fellowships	53,032,484	42,133,175	79.45	43,534,224	88.80
Auxiliary Enterprises	3,811,798	3,360,810	88.17	3,466,490	67.91
Depreciation	19,589,384	10,643,889	54.33	10,565,682	65.54
Capital Purchases	-	(539,680)	-	(3,653,471)	61.70
Total	<u>282,391,012</u>	<u>177,164,702</u>	<u>62.74</u>	<u>179,839,899</u>	<u>72.73</u>
TRANSFERS AMONG FUNDS:					
Transfers In	2,805,050	(3,035,627)	-	(532,113)	-
Transfers Out	(2,805,050)	3,035,627	-	532,113	-
Net Increase (Decrease) in Net Position	<u>\$ (19,315,207)</u>	<u>\$ 34,553,990</u>		<u>\$ 28,729,705</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Eight Months Ended April 30, 2016

11 Unrestricted Funds

	<u>Adjusted Budget</u>	<u>Actual (66.67%)</u>	<u>% Actual to Adjusted Budget</u>	<u>4/30/15</u>	<u>% of 8/31/15 Actual</u>
REVENUES:					
State Appropriations	\$ 36,486,413	\$ 22,025,221	60.37	\$ 23,028,569	62.00
Local Taxes - Maintenance & Operations	59,125,000	59,864,054	101.25	54,677,354	96.59
Credit Tuition	39,342,879	37,829,425	96.15	36,037,676	96.44
Credit Fees	14,514,415	12,639,644	87.08	12,350,416	89.95
Credit Exemptions & Waivers	(2,843,954)	(3,614,288)	127.09	(3,189,211)	91.99
Bad Debt	(800,000)	(541,336)	67.67	(889,322)	55.58
Continuing Professional Development	6,445,000	5,033,400	78.10	3,683,367	61.58
Sales & Services	1,507,900	1,730,656	114.77	1,519,884	74.95
Investment Income	600,000	84,191	14.03	109,420	81.51
Total	<u>154,377,653</u>	<u>135,050,967</u>	<u>87.48</u>	<u>127,328,153</u>	<u>86.08</u>
EXPENDITURES:					
Instruction	64,477,296	47,155,630	73.14	46,156,064	72.73
Public Service	4,805,684	3,721,945	77.45	3,039,587	58.74
Academic Support	13,797,572	8,017,478	58.11	7,720,740	66.95
Student Services	12,620,469	8,270,539	65.53	8,635,957	64.89
Institutional Support	37,467,495	25,802,952	68.87	24,698,884	64.76
Physical Plant	18,130,241	11,067,635	61.05	14,175,269	66.14
Total	<u>151,298,757</u>	<u>104,036,179</u>	<u>68.76</u>	<u>104,426,501</u>	<u>68.23</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	(480,804)	-	(5,427)	-
Transfers Out	2,805,050	2,569,190	-	528,915	-
Net Increase (Decrease) in Net Position	<u>\$ 273,846</u>	<u>\$ 28,926,402</u>		<u>\$ 22,378,164</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Eight Months Ended April 30, 2016

Federal Restricted Funds

	Adjusted Budget	Actual (66.67%)	% Actual to Adjusted Budget	4/30/15	% of 8/31/15 Actual
REVENUES:					
Grants	\$ 65,065,686	\$ 40,019,965	61.51	\$ 41,242,041	87.00
Total	<u>65,065,686</u>	<u>40,019,965</u>	<u>61.51</u>	<u>41,242,041</u>	<u>87.00</u>
EXPENDITURES:					
Instruction	684,857	418,953	61.17	388,171	76.75
Public Service	244,623	127,750	52.22	122,896	63.67
Academic Support	14,533,449	1,466,595	10.09	1,003,569	66.40
Student Services	423,635	233,865	55.20	171,696	101.50
Institutional Support	1,878,897	668,421	35.58	554,411	55.72
Scholarships and Fellowships	<u>47,300,225</u>	<u>37,104,381</u>	<u>78.44</u>	<u>39,001,298</u>	<u>88.58</u>
Total	<u>65,065,686</u>	<u>40,019,965</u>	<u>61.51</u>	<u>41,242,041</u>	<u>87.00</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ -</u>		<u>\$ -</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Eight Months Ended April 30, 2016

State Restricted Funds

	Adjusted Budget	Actual (66.67%)	% Actual to Adjusted Budget	4/30/15	% of 8/31/15 Actual
REVENUES:					
State Paid Benefits	\$ 9,608,459	\$ 6,373,704	66.33	\$ 6,141,579	66.09
Grants	3,416,916	2,159,986	63.21	2,335,939	111.27
Total	<u>13,025,375</u>	<u>8,533,690</u>	<u>65.52</u>	<u>8,477,518</u>	<u>74.42</u>
EXPENDITURES:					
Instruction	5,363,235	2,746,161	51.20	2,881,128	71.90
Public Service	303,149	185,812	61.29	189,818	62.92
Academic Support	1,019,918	769,174	75.42	641,815	73.78
Student Services	1,084,732.00	683,850	63.04	680,954	58.94
Institutional Support	2,905,553	2,267,024	78.02	2,207,205	71.89
Scholarships and Fellowships	2,348,788	1,881,669	80.11	1,876,598	94.43
Total	<u>13,025,375</u>	<u>8,533,690</u>	<u>65.52</u>	<u>8,477,518</u>	<u>74.42</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ -</u>		<u>\$ -</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Eight Months Ended April 30, 2016

Local Restricted Funds

	<u>Adjusted Budget</u>	<u>Actual (66.67%)</u>	<u>% Actual to Adjusted Budget</u>	<u>4/30/15</u>	<u>% of 8/31/15 Actual</u>
REVENUES:					
Local Grants	<u>\$ 2,310,792</u>	<u>\$ 1,493,281</u>	<u>64.62</u>	<u>\$ 1,708,838</u>	<u>80.78</u>
Total	<u>2,310,792</u>	<u>1,493,281</u>	<u>64.62</u>	<u>1,708,838</u>	<u>80.78</u>
EXPENDITURES:					
Instruction	55,616	64,507	115.99	14,632	58.97
Public Service	224,362	103,287	46.04	98,930	60.45
Academic Support	347,684	133,124	38.29	439,833	64.28
Student Services	81,192	40,927	50.41	59,097	84.79
Institutional Support	45,136	14,767	32.72	28,207	31.16
Scholarships and Fellowships	<u>1,556,471</u>	<u>1,244,340</u>	<u>79.95</u>	<u>1,164,912</u>	<u>94.29</u>
Total	<u>2,310,461</u>	<u>1,600,952</u>	<u>69.29</u>	<u>1,805,611</u>	<u>79.60</u>
TRANSFERS AMONG FUNDS:					
Transfers In	(331)	(143,428)	-	(101,044)	-
Transfers Out	<u>-</u>	<u>104,705</u>	<u>-</u>	<u>3,198</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ (68,948)</u>		<u>\$ 1,073</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Eight Months Ended April 30, 2016

27 Texas Public Education Grant

	<u>Adjusted Budget</u>	<u>Actual (66.67%)</u>	<u>% Actual to Adjusted Budget</u>	<u>4/30/15</u>	<u>% of 8/31/15 Actual</u>
REVENUES:					
Credit Tuition	<u>\$ 1,827,000</u>	<u>\$ 1,688,912</u>	<u>92.44</u>	<u>\$ 1,615,920</u>	<u>92.45</u>
Total	<u>1,827,000</u>	<u>1,688,912</u>	<u>92.44</u>	<u>1,615,920</u>	<u>92.45</u>
EXPENDITURES:					
Scholarships and Fellowships	<u>1,827,000</u>	<u>1,902,785</u>	<u>104.15</u>	<u>1,491,416</u>	<u>84.29</u>
Total	<u>1,827,000</u>	<u>1,902,785</u>	<u>104.15</u>	<u>1,491,416</u>	<u>84.29</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	<u><u>\$ -</u></u>	<u><u>\$ (213,873)</u></u>		<u><u>\$ 124,504</u></u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Eight Months Ended April 30, 2016

28 Private Gifts and Donations

	<u>Adjusted Budget</u>	<u>Actual (66.67%)</u>	<u>% Actual to Adjusted Budget</u>	<u>4/30/15</u>	<u>% of 8/31/15 Actual</u>
REVENUES:					
Sales & Service	<u>\$ -</u>	<u>\$ 90,529</u>	<u>-</u>	<u>\$ 57,508</u>	<u>68.05</u>
Total	<u>-</u>	<u>90,529</u>	<u>-</u>	<u>57,508</u>	<u>68.05</u>
EXPENDITURES:					
Instruction	<u>-</u>	<u>8,729</u>	<u>-</u>	<u>15,461</u>	<u>91.60</u>
Total	<u>-</u>	<u>8,729</u>	<u>-</u>	<u>15,461</u>	<u>91.60</u>
Net Increase (Decrease) in Net Position	<u><u>\$ -</u></u>	<u><u>\$ 81,800</u></u>		<u><u>\$ 42,047</u></u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Eight Months Ended April 30, 2016

Auxiliary Enterprises

	Adjusted Budget	Actual (66.67%)	% Actual to Adjusted Budget	4/30/15	% of 8/31/15 Actual
REVENUES:					
Sales & Services	\$ -	\$ 46,813	-	\$ 39,168	8.71
Auxiliary Services	3,590,000	2,670,818	74.40	2,556,814	77.30
Total	3,590,000	2,717,631	75.70	2,595,982	69.09
EXPENDITURES:					
Non-Instructional Labor	895,349	604,846	67.55	828,292	63.19
Benefits	210,000	289,828	138.01	218,537	41.69
Supplies	817,215	514,598	62.97	523,677	70.71
Travel	278,281	362,834	130.38	303,313	54.28
Contracted Services	363,477	240,996	66.30	266,977	71.38
Capital Outlay	3,163	2,650	83.78	-	-
Scholarships and Fellowships	1,183,663	1,327,476	112.15	1,316,667	83.15
Utilities	60,650	17,582	28.99	9,027	70.39
Total	3,811,798	3,360,810	88.17	3,466,490	67.91
TRANSFERS AMONG FUNDS:					
Transfers In	(221,798)	(1,004,911)	-	-	-
Transfers Out	-	361,732	-	-	-
Net Increase (Decrease) in Net Position	\$ -	\$ -		\$ (870,508)	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Eight Months Ended April 30, 2016

95 Retirement of Indebtedness

	Adjusted Budget	Actual (66.67%)	% Actual to Adjusted Budget	4/30/15	% of 8/31/15 Actual
REVENUES					
Transfers In	\$ 2,583,252	\$ 1,406,484	54.45	\$ 425,642	100.00
Investment Income	-	143,784	-	74,009	56.81
Local Taxes - Debt Service	<u>22,879,299</u>	<u>21,979,933</u>	<u>96.07</u>	<u>25,469,635</u>	<u>97.53</u>
Total	<u>25,462,551</u>	<u>23,530,201</u>	<u>-</u>	<u>25,969,286</u>	<u>97.37</u>
EXPENDITURES					
Institutional Support	<u>25,462,551</u>	<u>7,597,383</u>	<u>29.84</u>	<u>12,002,650</u>	<u>74.77</u>
Total	<u>25,462,551</u>	<u>7,597,383</u>	<u>29.84</u>	<u>12,002,650</u>	<u>74.77</u>
TRANSFERS AMONG FUNDS:					
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ 15,932,818</u>		<u>\$ 13,966,636</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Eight Months Ended April 30, 2016

97 Investment in Plant

	<u>Adjusted Budget</u>	<u>Actual (66.67%)</u>	<u>% Actual to Adjusted Budget</u>	<u>4/30/15</u>	<u>% of 8/31/15 Actual</u>
EXPENDITURES					
Depreciation	\$ 19,589,384	\$ 10,643,889	54.33	\$ 10,565,682	65.54
Capital Purchases	-	(539,680)	-	(3,653,471)	61.70
Total	<u>19,589,384</u>	<u>10,104,209</u>	<u>-</u>	<u>6,912,211</u>	<u>69.41</u>
Net Increase (Decrease) in Net Position	<u>\$ 19,589,384</u>	<u>\$(10,104,209)</u>		<u>\$ (6,912,211)</u>	

Capital Improvement Program

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Eight Months Ended April 30, 2016

91 Capital Projects

	Adjusted Budget	Actual (66.67%)	4/30/15
REVENUES:			
Investment Income	\$ -	\$ -	(1,023)
Total	-	-	(1,023)
EXPENDITURES:			
2008 Bond Program	-	18,622,533	11,599,120
Total	-	18,622,533	11,599,120
Net Increase (Decrease) in Net Position	\$ -	\$ (18,622,533)	\$ (11,600,143)



Monthly Investment Report

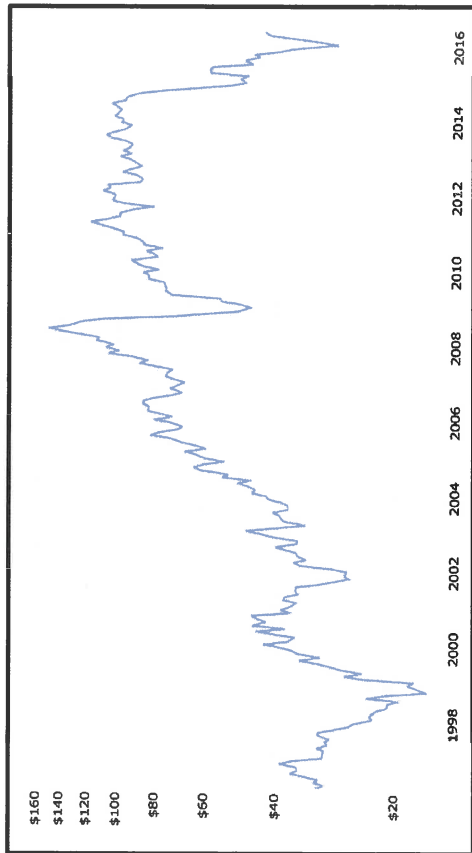
April 30, 2016





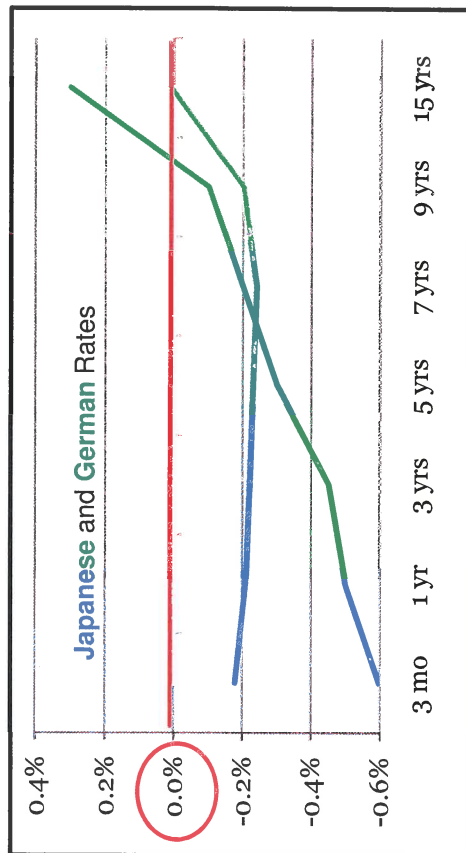
It's Mostly About Oil

Oil Price Fluctuations



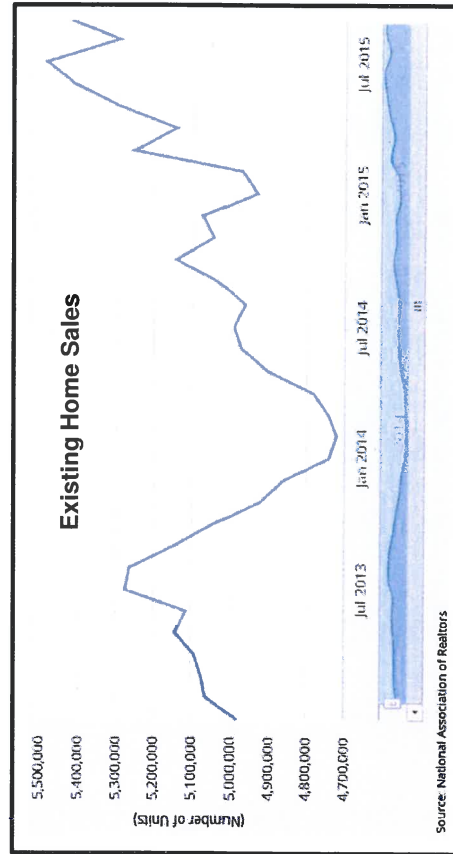
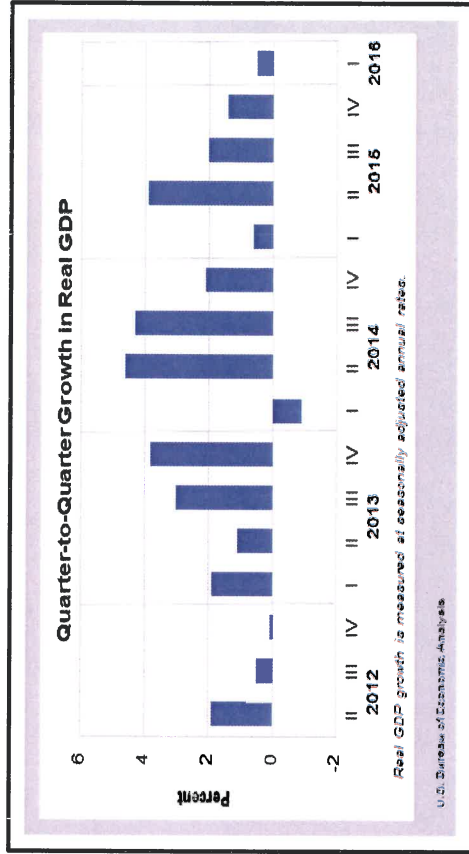
- It was a volatile month in all the markets but we seem to be settling in early for the summer doldrums also. Certainly the themes and news continue to repeat themselves.
- It was little surprise that the OPEC oil ministers meeting in Doha, Qatar this month failed to produce a reduction in supply since the two major parties (Saudis and Iranians) didn't send their ministers. It's all personal politics at this point for them. The lack of a reduction however didn't stop oil from rising to the mid-\$40 point on decreasing inventories.
- Oil is such an overriding because the low price hasn't allowed for any measurable inflation. Oil is the key component to that inflation and the Fed is waiting on a sign of higher inflation as an indicator of demand. Until we move closer to the 2% inflation goal set by the Committee it will be difficult for them to move. Instead oil continues to act only as a tax break for the gas-guzzlers.
- The Fed is also fighting the negative rates created around the world as central banks fight off the spectre of another Japan through drastic easing actions. Currently \$7.8 trillion in global sovereign debt is in negative rate territory. Not only does that move funds to the positive US but indicates how desperately countries are fighting to start the economic engines. Countries like Brazil which is in its worst economic crisis in decades and Puerto Rico which is teetering on the brink of bankruptcy contribute to a great uncertainty world-wide.

Japanese and German Rates



But Soft Economics Holds Us Back

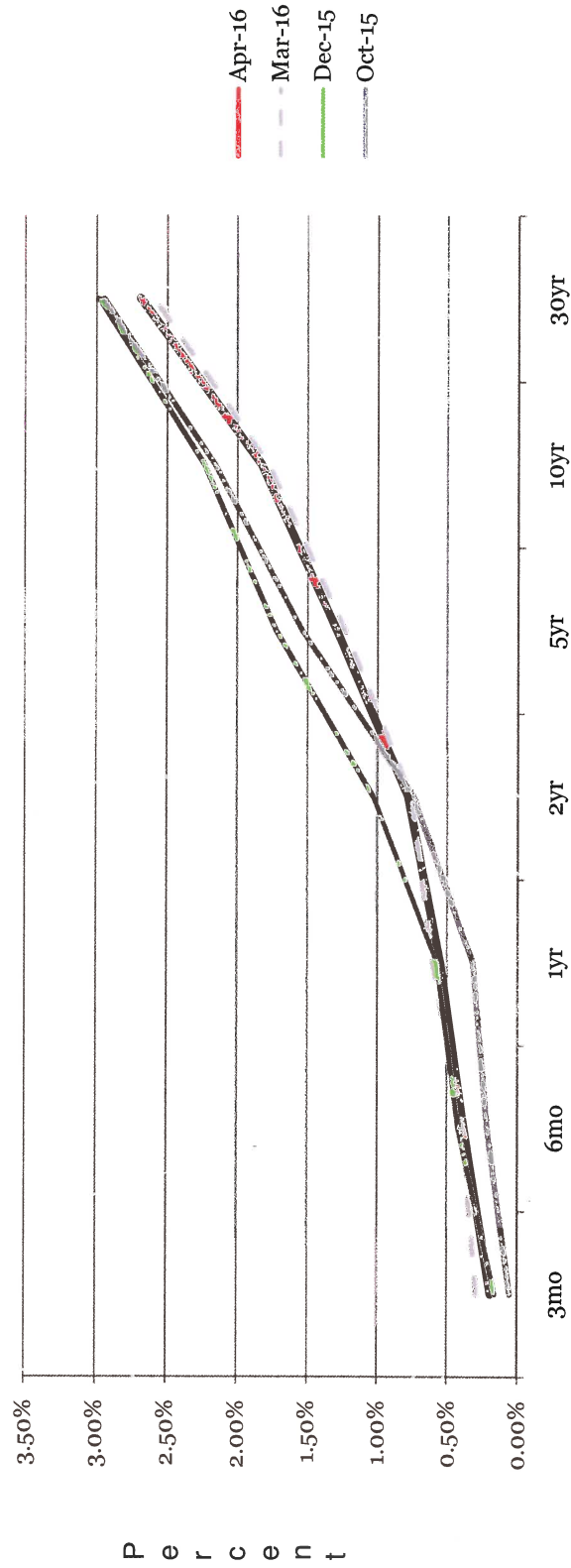
- There was no chance of a rate hike in April with low inflation and a sluggish GDP. Even the FOMC announcement removed the barrier of “global headwinds” but emphasized slow global growth as a US drag. Our positive rates act as a haven for international investors but in turn their investment keeps rates down and therefore inflation stalled.
- GDP rose only slightly in 4Q 2015 and suffers from a high inventory of unsold goods, listless business investment and stagnant consumer spending.
- Manufacturing has tried to push forward and maintain jobs but with the strong dollar and slack trading partners the inventories pile up. And, although exports did rise this quarter the imports of cheap goods from suffering nations rose even more taking the trade deficit to \$47.1b. This persistent drag has dropped capacity utilization well below growth levels.
- Job growth advances with strong employment reports all of 2016 but consumers are putting their higher wages and new job incomes in savings rather than stores. Many of these jobs are service related and that uncertainty along with inescapable political shenanigans tends to dampen confidence.
- One area of growth for consumers remains housing. New home sales are down but mortgage applications from low longer rates keep the housing sector chugging along.





Rates

- The 2-year Treasury Note continues to be the fulcrum for the curve with little change from a month earlier.
- The shorter end is moving up in yield as investors move out the curve on some level of certainty or hunting for yield. The rates have not moved materially since October when the market clearly anticipated the Federal Reserve's move to raise short term rates in December.
- The longer end has not moved appreciably from March since oil prices have remained in a range from \$35 to \$45 a barrel. However, as rates move or stay negative around the world the longer end of the curve has stayed stubbornly below the last two quarters of 2015. This appears to be a definite move to find value in a negative interest rate world.
- All sectors of the US curve are waiting for a clearer picture from the Fed on the timing of the next rate hike. With the Fed then waiting on mounting good news from the economy it is a month-to-month wait-and-see situation.
- CNBC surveyed economists continue to see August as the next possible move by the FOMC which modified their expectations to only two hikes in 2016.

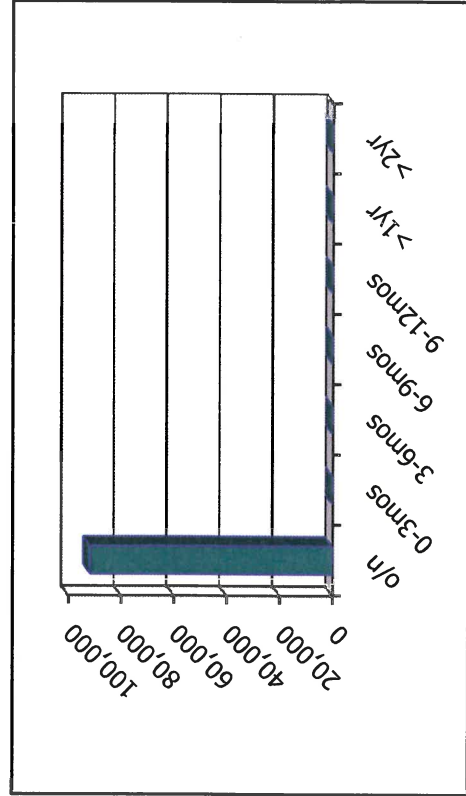
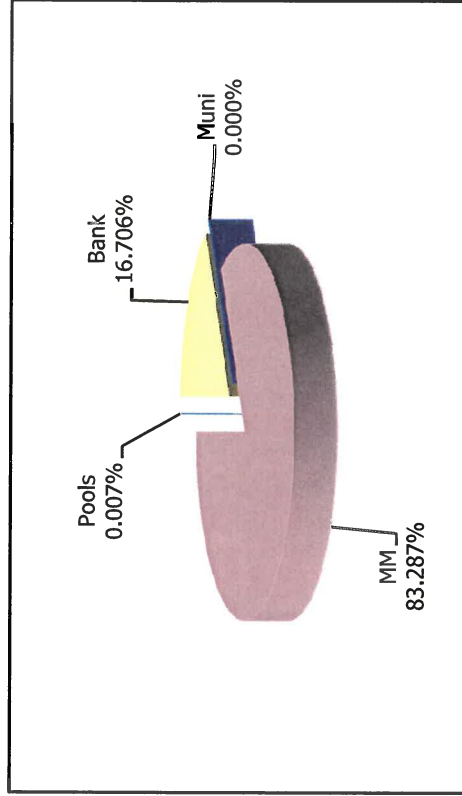


End of Month Rates - Full Yield Curve -- Fed Funds to 30yr

General Portfolio

As of April 30, 2016

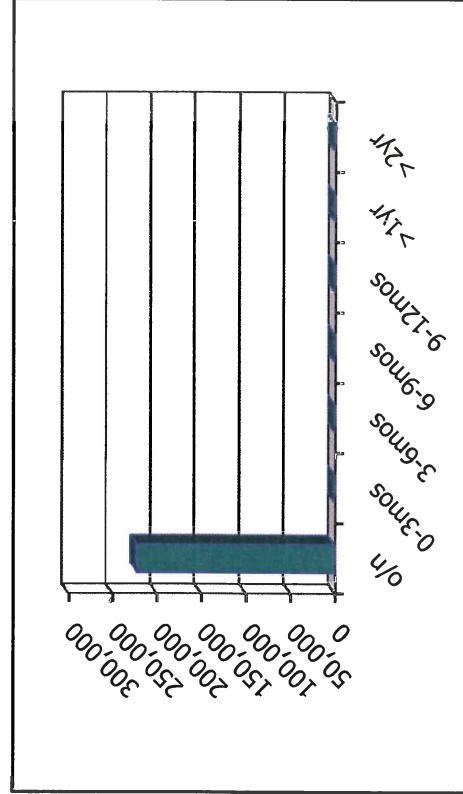
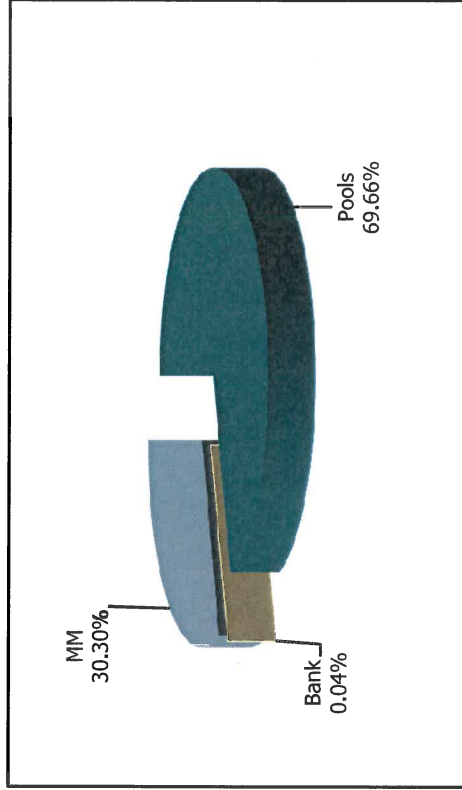
- P&A constantly reviews your portfolio for optimal asset allocation and a controlled average maturity because a diversified portfolio can better adjust to volatile market conditions.
- The very short-term rates have moved up in the last quarter offering some opportunities for diversification – especially for those with access to commercial paper. Past one year there are many more alternatives as rates creep up.
- Banks remain *uninterested* in new deposits and municipal debt has become less attractive as the supply of new muni bonds dries up. Few outperform the agencies at this point in time.
- It is still time to reduce cash balances and stretch out longer and into the two year area if possible.



Bond Portfolio

As of April 30, 2016

- P&A constantly reviews your portfolio for optimal asset allocation and a controlled average maturity because a diversified portfolio can better adjust to volatile market conditions.
- The very short-term rates have moved up in the last quarter offering some opportunities for diversification – especially for those with access to commercial paper. Past one year there are many more alternatives as rates creep up.
- Banks remain *uninterested* in new deposits and municipal debt has become less attractive as the supply of new muni bonds dries up. Few outperform the agencies at this point in time.
- It is still time to reduce cash balances and stretch out longer and into the two year area if possible.






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San Jacinto Community College
Portfolio Management
Portfolio Summary
April 30, 2016

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 365 Equiv.
Passbook/Checking Accounts	15,310,785.25	15,310,785.25	15,310,785.25	4.88	1	1	0.000
Investment Pools/Money Markets	298,394,287.79	298,394,287.79	298,394,287.79	95.12	1	1	0.307
Investments	313,705,073.04	313,705,073.04	313,705,073.04	100.00%	1	1	0.292
Total Earnings		April 30 Month Ending	Fiscal Year To Date				
Current Year	49,472.78		235,452.94				

The following reports are submitted in accordance with the Public Funds Investment Act (Texas Gov't Code 2256). The reports also offer supplemental information not required by the Act in order to fully inform the governing body of the San Jacinto Community College/Foundation of the position and activity within the College's and Foundation's portfolio of investments. The reports include a management summary overview, a detailed inventory report for the end of the period, a transaction report, as well as graphic representations of the portfolio to provide full disclosure to the governing body.



 C. H. S. III
 Vice Chancellor of Fiscal Affairs



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San Jacinto Community College
Summary by Type
April 30, 2016
Grouped by Fund

Security Type	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: Bond Funds						
Investment Pools/Money Markets	10	222,056,914.12	222,056,914.12	70.79	0.336	1
Subtotal	10	222,056,914.12	222,056,914.12	70.79	0.336	1
Fund: Consolidated Portfolio						
Passbook/Checking Accounts	9	15,310,785.25	15,310,785.25	4.88	0.000	1
Investment Pools/Money Markets	6	76,337,373.67	76,337,373.67	24.33	0.223	1
Subtotal	15	91,648,158.92	91,648,158.92	29.21	0.185	1
Total and Average	25	313,705,073.04	313,705,073.04	100.00	0.292	1



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San Jacinto Community College
Fund BOND - Bond Funds
Investments by Fund
April 30, 2016

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
Investment Pools/Money Markets											
708340211	10064	JPM - Debt Service	12/05/2007	82,994.51	82,994.51	82,994.51	0.080	0.078	0.080		1
XXX794	10228	East West ICS 08 Bond Proceeds	09/09/2014	14,754,243.33	14,754,243.33	14,754,243.33	0.350	0.345	0.350		1
XXX844	10229	East West ICS Debt Service	09/09/2014	12,021,416.45	12,021,416.45	12,021,416.45	0.350	0.345	0.350		1
86-72000794	10231	East West MM 08 Bond Proceeds	09/09/2014	250,071.92	250,071.92	250,071.92	0.350	0.345	0.350		1
86-72004242	10233	East West MM 15 Bond Proceeds	08/06/2015	40,011,507.14	40,011,507.14	40,011,507.14	0.350	0.345	0.350		1
86-72000844	10232	East West MM Debt Service	09/09/2014	250,071.92	250,071.92	250,071.92	0.350	0.345	0.350		1
9999999999	10084	LSIP GOF - 2008 Bond Proceeds	10/03/2008	767,339.23	767,339.23	767,339.23	0.330	0.325	0.330		1
9999999917	10234	LSIP GOF - 2015 Bond Proceeds	08/06/2015	1,080,548.23	1,080,548.23	1,080,548.23	0.330	0.325	0.330		1
9999999918	10235	LSIP GOF - 2016 Bond Proceeds	04/20/2016	150,014,767.84	150,014,767.84	150,014,767.84	0.330	0.325	0.330		1
9999999916	10106	LSIP GOF - Debt Service	07/30/2009	2,823,953.55	2,823,953.55	2,823,953.55	0.330	0.325	0.330		1
Subtotal and Average				222,056,914.12	222,056,914.12	222,056,914.12	0.331	0.331	0.336		1
Total Investments and Average				222,056,914.12	222,056,914.12	222,056,914.12	0.331	0.331	0.336		1

Fund GEN - Consolidated Portfolio
Investments by Fund
April 30, 2016

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
Passbook/Checking Accounts											
1390012195A	10164	Bank of America - Operating	09/01/2015	362.18	362.18	362.18					1
9999999914	10089	Credit Cards - In Transit	09/01/2015	119,806.77	119,806.77	119,806.77					1
708340062	10086	Disbursements	09/01/2015	-504,615.45	-504,615.45	-504,615.45					1
707759296	10069	JPM - Federal Programs	09/01/2015	0.00	0.00	0.00					1
707759338	10062	JPM - Operating	09/01/2015	15,718,158.76	15,718,158.76	15,718,158.76					1
707759346	10085	Payroll Fund	09/01/2015	-40,441.37	-40,441.37	-40,441.37					1
9999999913	10088	Petty Cash	09/01/2015	19,705.00	19,705.00	19,705.00					1
707759353	10181	Student Deferred Income	09/01/2015	0.00	0.00	0.00					1
707759361	10103	JPM - Workmen's Comp	09/01/2015	-2,190.64	-2,190.64	-2,190.64					1
Subtotal and Average				15,310,785.25	15,310,785.25	15,310,785.25		0.000	0.000		1
Investment Pools/Money Markets											
XX810	10227	East West ICS	09/09/2014	39,964,707.27	39,964,707.27	39,964,707.27	0.350	0.345	0.350		1
86-7200810	10230	East West MM	09/09/2014	250,071.92	250,071.92	250,071.92	0.350	0.345	0.350		1
9999999993	10034	LSIP GOF - Operating	09/01/2007	5,225.87	5,225.87	5,225.87	0.330	0.325	0.330		1
707759320	10035	JPM - Money Market	09/01/2007	36,002,352.10	36,002,352.10	36,002,352.10	0.080	0.078	0.080		1
9999999996	10038	TCB - Money Market	09/26/2007	114,447.63	114,447.63	114,447.63	0.350	0.345	0.350		1
9999999991	10032	TexPool	09/01/2007	568.88	568.88	568.88	0.338	0.333	0.338		1
Subtotal and Average				76,337,373.67	76,337,373.67	76,337,373.67		0.220	0.223		1
Total Investments and Average				91,648,158.92	91,648,158.92	91,648,158.92		0.183	0.185		1



San Jacinto Community College
Interest Earnings
Sorted by Fund - Fund
April 1, 2016 - April 30, 2016
Period Yield on Beginning Book Value

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CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Ending Book Value	Maturity Date	Current Rate	Yield This Period	Adjusted Interest Earnings		
										Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
Fund: Bond Funds												
708340211	10064	BOND	RRP	82,994.51	362,617.26	82,994.51		0.080	0.008	29.64	0.00	29.64
999999999	10084	BOND	RRP	767,339.23	1,847,799.12	767,339.23		0.330	0.016	303.67	0.00	303.67
999999916	10106	BOND	RRP	2,823,953.55	3,039.83	2,823,953.55		0.330	9.166	278.62	0.00	278.62
XXX794	10228	BOND	RRP	14,754,243.33	14,754,458.27	14,754,243.33		0.350	0.029	4,243.33	0.00	4,243.33
XXX844	10229	BOND	RRP	12,021,416.45	8,811,308.82	12,021,416.45		0.350	0.038	3,364.91	0.00	3,364.91
86-72000794	10231	BOND	RRP	250,071.92	250,003.08	250,071.92		0.350	0.029	71.92	0.00	71.92
86-72000844	10232	BOND	RRP	250,071.92	3,452,281.37	250,071.92		0.350	0.002	71.92	0.00	71.92
86-72004242	10233	BOND	RRP	40,011,507.14	40,011,890.46	40,011,507.14		0.350	0.029	11,507.14	0.00	11,507.14
999999917	10234	BOND	RRP	1,080,548.23	1,797,728.82	1,080,548.23		0.330	0.026	471.25	0.00	471.25
999999918	10235	BOND	RRP	150,014,767.84	0.00	150,014,767.84		0.330	0.027	14,767.84	0.00	14,767.84
Subtotal				222,056,914.12	71,291,127.03	222,056,914.12			0.028	35,110.24	0.00	35,110.24
Fund: Consolidated Portfolio												
999999991	10032	GEN	RRP	568.88	5,301.16	568.88		0.338	7.777	412.29	0.00	412.29
999999996	10038	GEN	RRP	114,447.63	114,415.81	114,447.63		0.350	0.028	31.82	0.00	31.82
707759320	10035	GEN	RRP	36,002,352.10	41,002,748.47	36,002,352.10		0.080	0.006	2,352.10	0.00	2,352.10
999999993	10034	GEN	RRP	5,225.87	4,307.41	5,225.87		0.330	0.033	1.40	0.00	1.40
XXX810	10227	GEN	RRP	39,964,707.27	39,941,276.60	39,964,707.27		0.350	0.029	11,493.01	0.00	11,493.01
86-7200810	10230	GEN	RRP	250,071.92	250,047.20	250,071.92		0.350	0.029	71.92	0.00	71.92
Subtotal				76,337,373.67	81,318,096.65	76,337,373.67			0.018	14,362.54	0.00	14,362.54
Total				298,394,287.79	152,609,223.68	298,394,287.79			0.024	49,472.78	0.00	49,472.78

San Jacinto College Foundation
Statement of Financial Position
As of April 30, 2016

ASSETS	
Current Assets	
Checking/Savings	
General Fund	\$ 1,292,373
Other Funds	<u> -</u>
Total Checking/Savings	<u>1,292,373</u>
Accounts Receivable	
Interest Income Receivable	53
Pledge Receivables	254,300
Special Events Receivables	<u>39,355</u>
Total Accounts Receivable	<u>293,708</u>
Other Current Assets	
CDARS Texas Citizen Bank	686,296
The Dreyfus Family of Funds	966,455
Franklin Templeton Investments	2,465,368
Santander Bank	138,442
Vanguard	25,828
Voya Investment Management	1,212,235
Crocket National Bank CD	246,838
Capital Bank CD	201,834
Prosperity Bank CD	<u>201,179</u>
Total SJC Short Term Investments	<u>6,144,475</u>
Total Other Current Assets	<u>7,730,556</u>
Other Assets	
Bank of America Bonds	<u>2,999,175</u>
Total Other Assets	<u>2,999,175</u>
Total Assets	<u>10,729,731</u>
TOTAL ASSETS	<u><u>\$ 10,729,731</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Event Payable	635
Grants Payable	148,184
Programs Payable	33,164
Endowments Payable	53,081
Scholarships Payable	88,756
Student Success Payables	<u>33,596</u>
Total Accounts Payable	<u>357,416</u>
Total Current Liabilities	<u>357,416</u>
Total Liabilities	357,416
Equity	
Net Assets	9,490,833
Net Income	<u>881,482</u>
Total Equity	<u>10,372,315</u>
TOTAL LIABILITIES & EQUITY	<u><u>\$ 10,729,731</u></u>

San Jacinto College Foundation
Statement of Activities
For the Period Ending April 30,

	<u>2016</u>	<u>2015</u>	<u>Change</u>
Ordinary Income/Expense			
Income			
Contributions			
Grant Contributions	\$ 111,500	\$ 157,231	\$ (45,731)
Permanently Restricted	223,445	180,708	42,737
Program Sponsorship	673,608	69,265	604,343
Unrestricted	6,975	-	6,975
Temporarily Restricted	103,774	676,132	(572,358)
Total Contributions	<u>1,119,302</u>	<u>1,083,336</u>	<u>35,966</u>
Other Income			
Special Events	321,000	154,882	166,118
Investment Income - Other	284,952	257,001	27,951
Realized Gain (Loss)	(51,663)	-	(51,663)
Unrealized Gain (Loss)	136,806	(95,578)	232,384
Total Other Income	<u>691,095</u>	<u>316,305</u>	<u>374,790</u>
Total Income	1,810,397	1,399,641	410,756
Expense			
Programs			
Scholarships Awarded	246,573	301,190	(54,617)
Grants Awarded	169,302	131,608	37,694
Programs Sponsored	328,842	11,400	317,442
Student Success Initiatives	35,277	122,832	(87,555)
Total Programs	<u>779,994</u>	<u>567,030</u>	<u>212,964</u>
Supporting Services			
Management and General	9,954	28,731	(18,777)
Fundraising	134,995	123,440	11,555
Sponsorship Expense	3,972	7,300	(3,328)
Total Supporting Services	<u>148,921</u>	<u>159,471</u>	<u>(10,550)</u>
Total Expense	<u>928,915</u>	<u>726,501</u>	<u>202,414</u>
Net Ordinary Income	881,482	673,140	208,342
Other Income/Expense	-	-	-
Net Income	<u>\$ 881,482</u>	<u>\$ 673,140</u>	<u>\$ 208,342</u>


SAN JACINTO
COLLEGE
 FOUNDATION
 April 1, 2016 to April 30, 2016

Contributions

Donors

Amount Fund

Corporations	37,029	Colleg Prep, 2016 Gala, Scholarships
Foundations	20,075	Bank of America Foundation, San Jacinto College Foundation
Individuals	10,900	Endowments, 2016 Gala, Scholarships
Total Donation	\$ 68,004	

Employee Contributions

Various

20,616 Gala, Golf, Memorials, North Baseball, Promise, Scholarships

Total Employee Contributions

\$ 20,616

Total Contributions

\$ 88,620

Construction Projects

As of April 30, 2016

Project	Base Budget	Budget Adjustments	Budget FY13-15	Budget FY 16	Current Budget	Executed Change Orders	Encumbered Funds	FY13-15 Expenditures	FY16 Expenditures	Total Expenditures	Moved to Construction in Process	Remaining Balance	Percent of Budget Encumbered/ Expensed
Capital Projects													
F16088 - NC Baseball BP Facility (cash donations)	39,600	186,566	420	225,746	226,166	-	135,460	420	90,286	90,706	90,706	-	100.00%
Sub-total	39,600	186,566	420	225,746	226,166	-	135,460	420	90,286	90,706	90,706	-	100.00%
Repair and Renovation													
F16013 - CC Ballroom Fans C14.264	43,013	-	-	43,013	43,013	-	-	-	19,587	19,587	-	23,427	45.54%
F16016 - CC Business Center C14.204	35,427	1,608	-	37,035	37,035	-	-	-	37,035	37,035	-	-	100.00%
F16024 - CC Dormitory Fire Alarm Devices	4,911	-	-	4,911	4,911	-	-	-	4,911	4,911	-	-	100.00%
F16034 - CC Central Ballroom Storage	3,481	-	-	3,481	3,481	-	-	-	3,481	3,481	-	-	100.00%
F16037 - CC C3.150/152 Renovation	350	-	-	350	350	-	-	-	350	350	-	-	100.00%
F16050 - CC IT Relocation C1.116-117	12,596	-	-	12,596	12,596	-	-	-	12,596	12,596	-	-	100.00%
F16055 - CC C31 Electrical Outlets	5,955	-	-	5,955	5,955	-	5,955	-	-	-	-	-	100.00%
F16056 - CC Evergreen VI Central Campus	97,936	4,273	-	102,209	102,209	-	102,209	-	-	-	-	-	100.00%
F15058 - NC N8.122/126 Wall Removal	9,593	-	-	9,593	9,593	-	9,293	-	300	300	-	-	100.00%
F15076 - NC Admin Suite N-7.228	55,839	-	28,937	26,902	55,839	-	1,431	28,937	25,471	54,409	-	-	100.00%
F15079 - NC Utilities Tunnel Condition	25,270	-	6,680	18,590	25,270	-	-	6,680	18,590	25,270	-	-	100.00%
F16014 - NC N10.161 & 137 Reno	16,166	-	-	16,166	16,166	-	-	-	16,166	16,166	-	-	100.00%
F16039 - NC Baseball Field Bldg Roof	2,725	41,454	-	44,179	44,179	-	44,179	-	-	-	-	-	100.00%
F16057 - NC Life Cycle Furniture VI	48,607	-	-	48,607	48,607	-	48,607	-	-	-	-	-	100.00%
F15068 - SC Multi Purpose Gallery	7,910	73,971	3,955	77,926	81,881	-	12,542	3,955	65,385	69,340	-	-	100.00%
F16018 - SC S Press Box	4,500	-	-	4,500	4,500	-	1,515	-	2,985	2,985	-	-	100.00%
F16025 - SC Renovate S8.2002	23,828	-	-	23,828	23,828	-	22,268	-	1,560	1,560	-	-	100.00%
F16026 - SC Renovate S8.1097	19,265	-	-	19,265	19,265	-	18,405	-	860	860	-	-	100.00%
F16027 - SC Renovate S7.222	6,820	-	-	6,820	6,820	-	6,820	-	-	-	-	-	100.00%
F16028 - SC Renovate S8.2122	5,260	-	-	5,260	5,260	-	5,260	-	-	-	-	-	100.00%
F16036 - SC Wastewater Study	6,000	-	-	6,000	6,000	-	3,930	-	2,070	2,070	-	-	100.00%
F16043 - SC FFE S8.2006	3,747	-	-	3,747	3,747	-	3,747	-	-	-	-	-	100.00%
F16044 - SC FFE S8.2008	3,563	-	-	3,563	3,563	-	3,563	-	-	-	-	-	100.00%
F16045 - SC FFE S8.2010	11,618	-	-	11,618	11,618	-	11,618	-	-	-	-	-	100.00%
F16046 - SC Tier 1 S8.2022	11,173	-	-	11,173	11,173	-	10,858	-	315	315	-	-	100.00%
F15071 - Dist Generation Park Analysis Update	9,170	8,700	7,115	10,755	17,870	-	8,700	7,115	2,055	9,170	-	-	100.00%
F15096 - Dist Office-CIO	42,410	2,060	-	44,470	44,470	-	7,511	-	30,045	30,045	-	6,913	84.45%
F15098 - Dist Admin West Bldg Parking Lot P2	6,000	101,480	3,000	104,480	107,480	-	101,474	3,000	3,005	6,005	-	-	100.00%
F16023 - Dist Audit Sound Attenuation	7,679	11,290	-	18,970	18,970	-	2,340	-	16,630	16,630	-	-	100.00%
F16030 - Dist Marketing A1.210	109,444	1,705	-	111,149	111,149	-	1,710	-	108,171	108,171	-	1,269	98.86%
F16032 - Dist ITS RFS	8,074	-	-	8,074	8,074	-	-	-	8,074	8,074	-	-	100.00%
F16038 - Dist A1.200B Renovation	7,032	-	-	7,032	7,032	-	5,112	-	1,920	1,920	-	-	100.00%
F16040 - Dist Campus Roof Survey	13,095	-	-	13,095	13,095	-	13,095	-	-	-	-	-	100.00%
F16047 - Dist Marketing Furniture	9,345	-	-	9,345	9,345	-	-	-	9,345	9,345	-	-	100.00%
F16059 - Dist SBDC RR Remodel	1,650	-	-	1,650	1,650	-	1,650	-	-	-	-	-	100.00%
F16061 - Dist Demo Bldg Simulator Classrooms	20,549	-	-	20,549	20,549	-	20,549	-	-	-	-	-	100.00%
F16063 - Dist - Conference Table for A2.110	2,500	-	-	2,500	2,500	-	2,500	-	-	-	-	-	100.00%
721101 - CC Misc	3,122	-	225	2,897	3,122	-	2,897	225	-	225	-	-	100.00%
F16001 - CC - Other Projects	5,000	1,272	-	6,272	6,272	-	1,272	-	4,007	4,007	-	993	84.17%
F16002 - NC - Other Projects	5,000	-	-	5,000	5,000	-	-	-	3,431	3,431	-	1,569	68.61%
F16003 - SC - Other Projects	5,000	2,500	-	7,500	7,500	-	2,595	-	3,852	3,852	-	1,054	85.95%
F16004 - 6 Dist - Other Projects	20,000	7,140	-	27,140	27,140	-	5,729	-	12,553	12,553	-	8,859	67.36%
Sub-total	740,623	257,454	49,912	948,165	998,077	-	489,334	49,912	414,748	464,661	-	44,083	95.58%
Completed Projects													
F15003 - CC Misc	10,000	(4,678)	2,947	2,375	5,322	-	-	2,947	2,375	5,322	-	-	100.00%
F15072 - CC Frels Dividing Wall 355-361	9,700	31,493	34,748	6,445	41,193	-	-	34,748	6,445	41,193	-	-	100.00%
F15073 - CC Hallway Lamp Replacement	9,762	20,062	29,824	-	29,824	-	-	29,824	-	29,824	-	-	100.00%
F15083 - CC Bldg 30 Electrical Upgrades	34,847	-	-	34,847	34,847	-	-	-	34,847	34,847	-	-	100.00%
F16022 - CC Student Center Shades	7,569	(3,628)	-	3,941	3,941	-	-	-	3,941	3,941	-	-	100.00%
F15097 - NC Energy Savings Project	43,226	(841)	42,289	96	42,385	-	-	42,289	96	42,385	-	-	100.00%
F16007 - NC N-1 Lamp Replacement	56,040	-	-	56,040	56,040	-	-	-	56,040	56,040	-	-	100.00%
F13042 - Dist Admin Campus Master Plan	1,730,000	2,629,585	4,357,350	2,235	4,359,585	-	-	4,357,350	2,235	4,359,585	4,359,585	-	100.00%
F15074 - Dist Building Envelop Standard	9,800	-	4,900	4,900	9,800	-	-	4,900	4,900	9,800	-	-	100.00%
F15086 - Dist Admin West Lights	104,716	3,940	27,164	81,492	108,656	-	-	27,164	81,492	108,656	-	-	100.00%
F15092 - Dist A1 - 211 Workstation	9,600	(171)	2,808	6,622	9,429	-	-	2,808	6,622	9,429	-	-	100.00%
F15093 - Dist SBDC Office Renovation	6,265	154	5,858	561	6,419	-	-	5,858	561	6,419	-	-	100.00%
Sub-total	2,031,525	2,675,917	4,507,888	199,554	4,707,442	-	-	4,507,888	199,554	4,707,442	4,359,585	-	100.00%
TOTALS	2,811,748	3,119,936	4,558,220	1,373,465	5,931,685	-	624,794	4,558,220	704,588	5,262,808	4,450,291	44,083	99.26%

2008 Capital Improvement Program								
As of April 30, 2016								
Project	Base Budget	Budget Adjustments	Current Budget	Executed Change Orders	Encumbered Funds	YTD Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
Central								
1203 - CC Anders Gym	10,398,474	(9,210,501)	1,187,973	-	-	109,723	1,078,250	9.24%
1102 - CC In-Fill	47,572	1,197,962	1,245,534	-	5,181	1,196,079	44,275	96.45%
1909 - CC Petrochem/Vo Tech Building	-	2,169,015	2,169,015	-	1,599,843	335,672	233,500	89.23%
Sub-total	10,446,046	(5,843,523)	4,602,523	-	1,605,024	1,641,474	1,356,025	70.54%
North								
2201 - NC Lehr Library	2,022,600	12,026,576	14,049,176	-	571,787	12,858,152	619,237	95.59%
2202 - NC Nichols Gym	4,949,996	(4,381,454)	568,542	-	-	18,617	549,925	3.27%
2102 - NC In-Fill	23,086	903,178	926,264	-	1,804	858,896	65,564	92.92%
2601 - NC Baseball Batting and Pitching	-	475,965	475,965	-	77,580	-	398,385	16.30%
Sub-total	6,995,682	9,024,265	16,019,947	-	651,171	13,735,666	1,633,111	89.81%
South								
3202 - SC Smallwood Gym	6,919,331	(6,350,774)	568,557	-	-	18,557	550,000	3.26%
3102 - SC In-Fill	23,086	1,324,393	1,347,479	-	6,069	970,387	371,024	72.47%
3601 - SC Softball Press Box	26,500	-	26,500	-	20,148	-	6,352	76.03%
Sub-total	6,968,917	(5,026,380)	1,942,537	-	26,216	988,944	927,376	52.26%
District								
1828/2814/3817 - D DDC Network	2,190,750	494,572	2,685,322	-	26,405	2,506,790	152,127	94.33%
6803 - Maritime Training Facility	18,000,000	8,433,236	26,433,236	-	245,151	25,513,783	674,303	97.45%
Program Management- 720100	-	1,202,954	1,202,954	-	159,866	447,856	595,232	50.52%
Contingency -726800	19,461,402	(10,898,744)	8,562,658	-	-	-	8,562,658	-
Sub-total	39,652,152	(767,982)	38,884,170	-	431,422	28,468,429	9,984,319	74.32%
Completed Projects								
1001 - CC Primary Service Retrofit	2,774,950	1,695,228	4,470,178	-	-	4,470,178	-	100.00%
1109 - CC Maintenance & Police Bldg	3,560,360	2,702,048	6,262,408	-	-	6,262,408	-	100.00%
1202 - CC Davis Library	8,418,096	(155,756)	8,262,340	-	-	8,262,340	-	100.00%
1217 - CC Transportation Center Buildout	-	1,039,383	1,039,383	-	-	1,039,383	-	100.00%
1301 - CC Building 31 Renovation	-	497,887	497,887	-	-	497,887	-	100.00%
1817 - CC Transportation Center	17,333,267	2,998,752	20,332,019	(137,768)	-	20,332,019	-	100.00%
1818 - CC Industrial Tech Buildings	7,758,416	(3,727,679)	4,030,737	-	-	4,030,737	-	100.00%
1820 - CC Paving & Drainage	10,490,274	(913,895)	9,576,379	(207,575)	-	9,576,379	-	100.00%
1821 - CC Allied Health Addition	10,568,880	1,189,925	11,758,805	296,549	-	11,758,805	-	100.00%
1908 - CC Science Building	35,752,627	(148,641)	35,603,986	-	-	35,603,986	-	100.00%
2401 - NC Outdoor Lighting	13,472	785	14,257	-	-	14,257	-	100.00%
2402 - NC MET Infrastructure N Library	851,510	(792,067)	59,443	-	-	59,443	-	100.00%
2901 - NC Paving & Drainage	3,142,449	(435,395)	2,707,054	(15,714)	-	2,707,054	-	100.00%
2903 - NC Student Success Center	11,093,580	801,084	11,894,664	(499,063)	-	11,894,664	-	100.00%
2906 - NC Science & Allied Health	42,240,000	(6,014,982)	36,225,018	-	-	36,225,018	-	100.00%
3201 - SC Parker Williams Library	2,449,600	369,372	2,818,972	-	-	2,818,972	-	100.00%
3401 - SC Traffic Signal Relocation	75,988	(25,773)	50,215	-	-	50,215	-	100.00%
3402 - SC Water and Electrical Upgrade	29,305	(5,044)	24,261	-	-	24,261	-	100.00%
3903 - SC Student Success Center	8,220,000	2,074,228	10,294,228	109,650	-	10,294,228	-	100.00%
3905/3911 - SC Paving & Drainage	2,747,068	7,891,993	10,639,061	-	-	10,639,061	-	100.00%
3906 - SC Mechanical Upgrades	1,252,855	(558,604)	694,251	(19,524)	-	694,251	-	100.00%
3907 - SC MEP Infrastructure	4,381,500	283,388	4,664,888	-	-	4,664,888	-	100.00%
*3908 - SC Primary Service at New Site	809,625	(809,625)	-	-	-	-	-	-
3909 - SC Science & Allied Health	53,868,525	(6,251,379)	47,617,145	-	-	47,617,145	-	100.00%
6003 - D Graphics	900,000	724,824	1,624,824	-	-	1,624,824	-	100.00%
6902 - D Campus Mechanical Upgrades	1,869,857	518,564	2,388,421	(3,767)	-	2,388,421	-	100.00%
6007 - D Furniture Consultant	335,000	(335,000)	-	-	-	-	-	-
Sub-total	230,937,204	2,613,620	233,550,823	(477,212)	-	233,550,823	-	100.00%
TOTALS	295,000,000	-	295,000,000	(477,212)	2,713,833	278,385,336	13,900,831	95.29%
*Funds reallocated to other projects.								
	Fiscal Year 2008 CIP Expenditure	136,403						
	Fiscal Year 2009 CIP Expenditure	3,442,083						
	Fiscal Year 2010 CIP Expenditure	24,831,811						
	Fiscal Year 2011 CIP Expenditure	64,513,921						
	Fiscal Year 2012 CIP Expenditure	89,492,069						
	Fiscal Year 2013 CIP Expenditure	41,378,480						
	Fiscal Year 2014 CIP Expenditure	17,693,910						
	Fiscal Year 2015 CIP Expenditure	26,723,926						
	Fiscal Year 2016 CIP Expenditure	10,172,732						
	Total CIP Expenditure	278,385,336						

North Campus Center for Industrial Technology
 Revised Expenditure Schedule 03/01/15

	2014			2015												2016																				
	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC									
Design	Schematic Design			Design Development					Construction Docu,emts					Construction Administration																						
							197,473	197,473	394,946	394,946		263,298	263,298	329,122	113,697	47,872	47,872	47,872	47,872	47,872	47,872	47,872	47,872	47,872	47,872	47,872	47,872	47,872								
Construction	Pre-Construction												GMP Devlpmt												Construction											
													652,948	979,422	1,632,370	1,305,896	2,693,410	2,611,792	2,570,982	2,081,272	3,591,214	2,693,410	2,285,318	3,019,884	2,448,555	1,632,370										
FF&E																																				
Administration	Administration																																			
	63,381	63,381	63,381	63,381	63,381	63,381	63,381	63,381	63,381	190,144	190,144	190,144	190,144	190,144	190,144	190,144	190,144	190,144	190,144	190,144	190,144	190,144	190,144	190,144	190,144	190,144	190,144	190,144	190,144							
Totals	63,381	63,381	63,381	63,381	63,381	63,381	260,854	260,854	458,328	585,090	190,144	453,441	1,106,389	1,498,688	1,836,210	1,543,912	2,931,426	2,849,808	2,808,999	2,319,288	4,278,353	3,380,549	2,972,457	3,659,487	3,088,158	2,224,101	591,731									

**2008 Bond Program
Master Schedule**

ID	Task Name	Start	2008			2009			2010			2011			2012			2013			2014			2015			2016			2017		
			Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3
1	Central Campus	Wed 6/4/08	[Blue bar spanning all quarters from 2008 to 2017]																													
2	1820 - Paving & Drainage	Mon 12/1/08	[Black bar from Q3 2008 to Q3 2011]																													
8	1817 - Transportation Center	Wed 6/4/08	[Black bar from Q2 2008 to Q3 2012]																													
15	1818 - Industrial Technology II	Mon 2/1/10	[Black bar from Q1 2010 to Q3 2013]																													
25	1109 - Maintenance/Police	Mon 6/6/11	[Black bar from Q2 2011 to Q3 2014]																													
39	1301 - Building 31	Mon 6/6/11	[Black bar from Q2 2011 to Q3 2014]																													
53	1821 - Allied Health	Sun 3/1/09	[Black bar from Q1 2009 to Q3 2012]																													
67	1908 - Science Building	Wed 7/1/09	[Black bar from Q2 2009 to Q3 2014]																													
84	1001 - Primary Service Retrofit	Mon 10/18/10	[Black bar from Q4 2010 to Q3 2015]																													
94	1202 - Davis Library	Mon 1/9/12	[Black bar from Q1 2012 to Q3 2015]																													
108	1203 - Anders Gym	Mon 11/10/14	[Purple bar from Q4 2014 to Q3 2017]																													
122	North Campus	Sun 6/1/08	[Green bar spanning all quarters from 2008 to 2017]																													
123	2901 - Pavement & Drainage	Sun 6/1/08	[Black bar from Q2 2008 to Q3 2011]																													
129	2903 - Student Success Center	Mon 2/2/09	[Black bar from Q1 2009 to Q3 2012]																													
143	2906 - Science & Allied Health	Wed 7/1/09	[Black bar from Q2 2009 to Q3 2012]																													
157	2201 - Lehr Library	Mon 6/3/13	[Red bar from Q3 2013 to Q3 2016]																													
171	2202 - Nichols Gym	Mon 11/10/14	[Purple bar from Q4 2014 to Q3 2017]																													
185	South Campus	Thu 1/1/09	[Red bar spanning all quarters from 2009 to 2017]																													
186	3903 - Student Success Center	Mon 2/2/09	[Black bar from Q1 2009 to Q3 2012]																													
200	3905 - Paving & Drainage	Sun 3/1/09	[Black bar from Q1 2009 to Q3 2012]																													
213	3906 - Mechanical Upgrades	Thu 1/1/09	[Black bar from Q1 2009 to Q3 2012]																													
219	3907 - MEP Infrastructure	Mon 3/1/10	[Black bar from Q1 2010 to Q3 2013]																													
225	3909 - Science & Allied Health	Mon 6/29/09	[Black bar from Q2 2009 to Q3 2012]																													
239	3201 - Parker Williams Library	Mon 1/9/12	[Black bar from Q1 2012 to Q3 2015]																													
253	3202 - Smallwood Gym	Mon 11/10/14	[Purple bar from Q4 2014 to Q3 2017]																													
267	District	Fri 8/1/08	[Yellow bar spanning all quarters from 2008 to 2016]																													
268	Graphics	Mon 11/30/09	[Black bar from Q4 2009 to Q3 2012]																													
272	DDC Network	Thu 1/1/09	[Black bar from Q1 2009 to Q3 2012]																													
275	6902 - Campus Mechanical Upgrades	Fri 8/1/08	[Black bar from Q2 2008 to Q3 2011]																													
281	6803 - Maritime Center	Mon 2/11/13	[Red bar from Q1 2013 to Q3 2016]																													

SAN JACINTO COLLEGE DISTRICT
Building Committee Meeting
May 24, 2016

Members Present: Marie Flickinger, Dan Mims, Brad Hance, Keith Sinor

Members Absent: None

Others Trustees Present: None

Others Present: James Braswell, Bill Dowell, Randi Faust, Jessica Garcia, Mike Harris, Joe Hebert, Brenda Hellyer, Bryan Jones, Chet Lewis, Larry Logsdon, Frank Rizzo, Ron Rucker, Janet Slocum

- I. The meeting was called to order at 4:00p.m. by Marie Flickinger, chairman of the committee.
- II. Roll Call of Committee Members by Marie Flickinger
 - a. Dan Mims, present.
 - b. Brad Hance, present.
 - c. Keith Sinor, present.
 - d. Other Trustees present: None.
- III. Approval of Minutes from the April 19, 2016 Building Committee Meeting
 - a. Marie Flickinger presented the minutes of the April 19, 2016, Building Committee meeting. The minutes were approved as presented. A motion was made by Dan Mims to accept the minutes as presented, seconded by Brad Hance, third Keith Sinor.
- IV. Recommended Projects and Delivery Methods which will provide the best value to the College
 - a. Approval of Change Order for Maritime Technology and Training Center. Bryan Jones discussed five (5) issues that have arisen since moving into the building that warrant additional consideration, totaling up to \$250,000.
 - i. Shoreline of the property is littered with waterborne debris and needs to be removed by a qualified organization and disposed of properly.
 - ii. The costs for the installation of an insulation system under the building and replacing undersized heating coils will be shared equally by the architect, general contractor, and the College, with our share being no greater than \$45,000. Staff estimates the costs of these improvements at the time of construction would have been approximately \$99,000.
 - iii. A modification of the building hot water system is needed. It was found that it takes eight minutes for hot water to reach the shower and pool areas.
 - iv. Early in the site planning process for this campus, Texas Department of Transportation (TXDOT) issued the College a variance for a driveway installed at a closer than standard separation. Completion of the drive leading from the Old Highway 146 entrance was not made by the variance deadline due to no agreement being reached on the adjacent land. TXDOT informed the College that the driveway should be returned to original configuration. Brenda Hellyer explained, that as previously discussed with the Board of Trustees, the College is continuing to work on the adjoining property and a deal is anticipated to be finalized soon. Brenda feels this issue with TXDOT needs to be elevated in order to keep the variance and complete the driveway. Marie Flickinger stated that she

could arrange a meeting with the Harris County Flood Control District. Staff were tasked to approach TXDOT for a second time for an extension of the permit to avoid losing the original investment and costs of removing the improvement.

- v. A ladder is required at the bulkhead for boat loading and a swim platform is need at the pool for training purposes.
- vi. The committee members were comfortable with the proposed change order components. Dan Mims requested that future change orders present separate pricing for each component.

b. Approval of Purchase of Architectural Programming Services

- i. Request made to approve the contracts for architectural programming services from Facility Programming and Consulting for the Central Campus Welcome Center and Classroom Building, the North Campus Cosmetology and Culinary Building, and the South Campus Cosmetology Building.
- ii. Dr. Hellyer discussed programming and how to manage expectations at the Strategic Leadership Team meeting. We are in process of undergoing a Request for Qualifications (RFQ) for architectural programming for future projects.

c. Approval of Architectural Firms for 2015 Bond Program

- i. RFQ #16-15 was issued to establish a pool of qualified architectural firms. Thirty-seven (37) firms submitted a written statement of qualifications. A pool of seven architects are recommended for consideration. The College will perform a review of architects from the pool to select the best qualified firm for each project in the 2015 Bond program. The pool of seven is needed in case the College is not able to successfully negotiate a contract, or the firm is not available to meet the College's schedule. The project assignments will be presented to the Building Committee and the Board for review and approval.
- ii. Later this summer, the College will issue another RFQ for architects for smaller projects that are below \$3 million.

d. Approval of Architecture Service Rates

- i. Approval of this request will authorize the development of predetermined, maximum rates for architectural services.
- ii. Bryan Jones presented an architect/engineer fee schedule example as used by the University of Texas System. This allows a set standard for developing architectural services contracts. Staff will develop a similar set of rates based on contracts in our area and plan to present these rates for approval at the next regular Board meeting.

e. Approval of Method of Procurement for North Campus Library Demolition

- i. This request will provide for the method of procurement for demolition of the old library. The building site will be cleared and made available for future use. The project will be funded with 2015 Bond funds.

V. Reports (Reviewed and in the packet)

- a. Construction Projects - Operating Funds
 - i. Approximately ten projects are ready for closure.
- b. 2008 Capital Improvement Program
- c. North Campus Center for Industrial Technology

- d. 2008 Bond Program-Master Schedule
- VI. Project Updates
- a. Project 1909 – Petrochemical, Energy, & Technology Center (2015 Bond Project)
 - i. Having meetings with sub-committee groups to help re-validate specialty lab spaces for the new programs.
 - ii. Working on the Central Campus Site Master Plan. The College conducted surveys to get faculty and staff feedback, and held a student focus group discussion. The next step is to schedule a meeting with the Chancellor to review the data and site planning options.
 - b. Project 2201- North Library
 - i. Closing out a few warranty issues. The Grand Opening is scheduled for June 8.
 - c. Project 2601 - North Baseball Field
 - i. The slab has been poured, and the steel has arrived.
 - d. Project 2909 - North Campus Center for Industrial Technology
 - i. All the panels are up and the steel is being erected. We are behind two weeks due to the weather, but we anticipate catching up after the building is “dried-in” in July. We are working towards substantial completion and equipment moves in October.
 - e. Project 6803 - Maritime Technology and Training Center
 - i. Reviewed the map for the driveway area.
 - ii. Larry Logsdon conducted a follow-up and visited a resident at Shoreacres who had expressed concerns about lights and noise.
- VII. 2015 Bond Program
- a. See Petrochemical, Energy, and Technology Center above.
- VIII. Facilities Measures & Reports
- a. Quality Assurance metrics are included in materials distributed.
- IX. Adjournment – The meeting was adjourned at 5:04 p.m.

San Jacinto College District
Finance Committee Meeting
Minutes
May 24, 2016

Members Present: Dan Mims, John Moon, and Larry Wilson

Members Absent: Ruede Wheeler

Other Trustees Present: Marie Flickinger and Keith Sinor

Others Present: Lori Barbay, Brenda Hellyer, Chet Lewis, and Linda Torres

- I. The meeting was called to order at 5:13 p.m. by John Moon.
 - a. Roll Call of the Committee Members
 - i. John Moon, present.
 - ii. Dan Mims, present.
 - iii. Larry Wilson, present.
 - iv. Acknowledged that Trustees Marie Flickinger and Keith Sinor were present.
- II. Approval of Minutes from the December 1, 2015, Finance Committee Meeting
 - a. Mr. Moon presented the minutes from the December 1, 2015, Finance Committee Meeting. A motion was made by Larry Wilson, seconded by Dan Mims, to accept the minutes as presented.
- III. Review and Discuss Central Campus Business Office Cash Count Observations
 - a. Linda Torres, Director of Internal Audit, reviewed the cash count performed on March 2, 2016. No exceptions were noted.
- IV. Review and Discuss North Campus Business Office Cash Count Observations
 - a. Ms. Torres reviewed the cash count performed on March 28, 2016. No exceptions were noted.
- V. Review and Discuss South Campus Business Office Cash Count Observations
 - a. Ms. Torres reviewed the cash count performed on April 26, 2016. No material exceptions were noted.
- VI. Review and Discuss Central Campus Cosmetology Cash Count Observations
 - a. Ms. Torres reviewed the cash count performed on May 2, 2016. No exceptions were noted.
- VII. Review and Discuss North Campus Cosmetology Cash Count Observations
 - a. Ms. Torres reviewed the cash count performed on April 12, 2016. Corrective actions were made regarding start-up funds and pre-numbered receipts being used. These were implemented immediately.
- VIII. Review and Discuss South Campus Cosmetology Cash Count Observations
 - a. Ms. Torres reviewed the cash count performed on April 26, 2016. Corrective actions were made to utilize only one method of recording sales transactions, preferably the new Meevo system. Also, recommended SpaBucks be tracked to ensure administration has full control over the disposition of gift certificates. Estimated completion date is August 2016.
- IX. Review and Discuss Central Campus Café Cash Count Observations (April 8 and May 3)
 - a. Ms. Torres reviewed the cash count performed on April 8, 2016. It was noted that Point of Sale (POS) reports were not accurate due to a delay in sales transactions being

downloaded in the system. Also, noted cash handling procedures deviated from the normal processes of café operations. Immediate corrective action plans were implemented. All managers were advised that procedures must be adhered to and a formal implemented acknowledgement was signed by them. Managers met with cashiers to re-train on cash handling. Auxiliary Services contacted the vendor to identify issues, and they will continue to monitor POS issues and train the staff.

- b. Ms. Torres reviewed the cash count performed on May 3, 2016. A minimal shortage was noted. Café management should continue to follow-up on cash discrepancies daily. Discrepancies should be addressed promptly.
- X. Review and Discuss South Campus Café Cash Count Observations
- a. Ms. Torres reviewed the cash count performed on April 28, 2016. A minimal shortage was noted. Café management should continue to follow-up on cash discrepancies daily. Discrepancies should be addressed promptly.
- XI. Review and Discuss Maritime Campus Café Cash Count Observations
- a. Ms. Torres reviewed the cash count performed on May 9, 2016. An insignificant shortage was noted, which was deemed immaterial.
- XII. Review and Discuss Internal Audit Cosmetology Department Audit
- a. Ms. Torres reviewed the Cosmetology Department Audit Report ending date of August 4, 2015. This audit was conducted on all three campuses.
 - b. Internal controls surrounding cosmetology were found to be sufficient. However, instances were noted where improvements could be made to strengthen existing controls and procedures for the following: 1) Departmental Procedures; 2) Cost Efficiency; 3) Lab Fee Utilization; 4) Employee Exit Processing; 5) Product Inventory; and 6) FERPA Compliance.
 - c. There will be a follow-up audit this summer.
- XIII. Review and Discuss CPD-Commercial Truck Driving Departmental Audit
- a. Ms. Torres reviewed the CPD-Commercial Truck Driving Departmental Audit ending date of January 26, 2016.
 - b. Internal controls surrounding CPD-Commercial Truck Driving were found to be sufficient. However, instances were noted where improvements could be made to strengthen existing controls and procedures for the following: 1) Contract Compliance; 2) Budget Development; 3) Revenue Coding; 4) Student Records; and 5) Truck Maintenance and Repair Records.
 - c. Even with the shortage of Class A truck drivers, enrollment in this program is declining. Therefore, Dr. Brenda Hellyer has asked Dr. Sallie K. Janes to come up with a business plan for increasing enrollment and determining continued feasibility of the program.
- XIV. Review and Discuss Update on Property Tax Valuations
- a. Chet Lewis updated the committee on preliminary 2016 property tax estimates from the April 28th assessors meeting. It is too early to have accurate figures as the estimates from the Harris County Appraisal District had a +/- 5% estimated margin of error; however, the estimate for San Jacinto College District is a 3.21% increase above 2015 valuations. Mr. Lewis will keep the committee informed of any updates.
 - b. Mr. Lewis will request from Harris County Appraisal District a breakdown of the valuations by the independent school districts within the College's taxing district. He will share this information with the Board at the next workshop.
 - c. Dr. Hellyer shared that Mr. Lewis is working on budget development for 2016-2017. Every budget manager was asked to cut their budgets by 2% so that some shortfalls by

budget area could be addressed and to attempt to increase the College's reserve. The approach for the 2017-2018 budget will be based on the principle of zero-based budgeting.

XV. Adjournment at 5:52 p.m.

Action Item "IX"
Regular Board Meeting June 6, 2016
Consideration of Approval of Amendment to the 2015-2016 Budget
for Restricted Revenue and Expenses Relating to Federal and State Grants

ADMINISTRATION RECOMMENDATION/REPORT

The Chancellor recommends that the Board of Trustees approve an amendment to the 2015-2016 budget for restricted revenue and expenses related to grants.

BACKGROUND

Federal, state, and local grants may require amendments for receipt of newly awarded grants or changes to existing grants. These amendments should be processed in a timely manner in order to provide the access to funding to meet the objectives set forth within the grant requirements. This budget amendment request includes the additions to restricted revenues and restricted expenses as a result of new awards and changes to existing grants received during the month of May 2016.

IMPACT OF THIS ACTION

Approval of the budget amendment will allow the College's staff to implement the programs in accordance with the requirements of funded award amounts.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

Restricted revenues and restricted expenses will each be increased by \$777,923, so the net impact on the College operating budget is zero.

MONITORING AND REPORTING TIMELINE

The Office of Grants Management provides continuous monitoring of grant operations, which are included in the annual financial report to the Board of Trustees.

ATTACHMENTS

Attachment 1- Budget Amendments-06-06-16

Attachment 2- Grant Detail-06-06-16

RESOURCE PERSONNEL

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SAN JACINTO COLLEGE DISTRICT
Federal, State, and Local Grant Amendments
June 6, 2016

	Fund	Org.	Account	Prog.	Amount Debit (Credit)
<u>U.S. Department of Health and Human Services/Texas Workforce Commission - Governor's Summer</u>					
<u>Merit Program (New Grant)</u>					
Federal Grant Revenue	539336	56700	554100	110000	(32,923)
PT - Institutional	539336	56700	614100	561611	1,353
Benefits	539336	56700	650000	561611	40
S/A Departmental Scholarships T&F	539336	56700	751009	520235	31,530
					\$ -
<u>Texas Higher Education Coordinating Board - Texas - Science, Technology, Engineering, and Math</u>					
<u>(T-STEM) Challenge Scholarship Program FY 2017-18 (New Grant)</u>					
State Grant Revenue	555035	56700	554200	110000	(525,000)
S/A - Departmental Scholarships T&E	555035	56700	751009	520235	525,000
					-
<u>Texas Higher Education Coordinating Board - Nursing Shortage Reduction Under 70 Program (Central and North Campuses) (New Grant)</u>					
State Grant Revenue	555033	56700	554200	110000	(150,000)
Contr Svcs - Instr Outside Provider	555033	56700	731110	160912	150,000
					-
<u>Texas Higher Education Coordinating Board - Nursing Shortage Reduction Under 70 Program (South Campus) (New Grant)</u>					
State Grant Revenue	555034	56700	554200	110000	(50,000)
Contr Svcs - Instr Outside Provider	555034	56700	731110	160912	50,000
					-
<u>Bank of America Charitable Foundation / SJC Foundation / Bank of America - Energy Education and Career Corps FY 2017 (Additional Funds)</u>					
Local Grant Revenue	571042	56700	554300	110000	(20,000)
Operating Supplies - Consumable	571042	56700	711410	460913	100
S/A - Stipends	571042	56700	751140	520235	19,900
					-
Net Increase (Decrease)					\$ -

Note: Credits to revenues are increases and credits to expenses are decreases.
Conversely, debits to revenue are decreases and debits to expenses are increases.

New Grant and Additional Funding Summary by Agency:

U.S. Department of Health and Human Services	32,923
Texas Higher Education Coordinating Board	725,000
Bank of America Charitable Foundation	20,000
	\$ 777,923

June 06, 2016 Board Book – Grant Amendments Detail List

U.S. Department of Health and Human Services/Texas Workforce Commission - Governor's Summer Merit Program (New Grant)

The Governor's Summer Merit Program provides scholarships to middle and high school students, 14 to 21 years of age on the first day of summer camp, to increase the number of students served in Science, Technology, Engineering, and Math (STEM) skills-related summer camp programs, who may not have those opportunities otherwise. The purpose of the program is to improve middle school and high school students' familiarity and experience with post-secondary STEM educational opportunities leading to careers in the state's primary industry clusters.

Texas Higher Education Coordinating Board - Texas - Science, Technology, Engineering, and Math (T-STEM) Challenge Scholarship Program FY 2017-18 (New Grant)

The T-STEM Scholars Program will continue to follow a proven model of success and retention – financial, academic, and community support thru scholarships in addition to tutorial assistance and mentorships programs with students, faculty and industry leaders. This grant is the fifth time the College has received this scholarship funding. Student persistence and graduation in STEM fields is the criteria for continued funding.

Texas Higher Education Coordinating Board - Nursing Shortage Reduction Under 70 Program (Central and North Campuses) (New Grant)

This program is designed to achieve the following outcomes: 1) increase the number of graduates from professional nursing programs, 2) increase the percentage of students in professional nursing programs that graduate within a reasonable time as determined by the board, and 3) increase the number of graduates from master's and doctoral programs in nursing that join the faculty of a professional nursing program.

Texas Higher Education Coordinating Board - Nursing Shortage Reduction Under 70 Program (South Campus) (New Grant)

This program is designed to achieve the following outcomes: 1) increase the number of graduates from professional nursing programs, 2) increase the percentage of students in professional nursing programs that graduate within a reasonable time as determined by the board, and 3) increase the number of graduates from master's and doctoral programs in nursing that join the faculty of a professional nursing program.

Bank of America Charitable Foundation / SJC Foundation / Bank of America - Energy Education and Career Corps FY 2017 (Additional Funds)

San Jacinto College engineering design graphics students will apply for the Energy Education and Career Corps program to be selected based on grade point average, interest in the energy sector, teamwork skills, employability, and departmental recommendation. Participants will attend workshops focused on energy industry career preparation, financial literacy and workplace professionalism. Grant funding provides a full-time internship with a stipend to help with living expenses. This is a continuation of a previous award by Bank of America.

Action Item “X”
Regular Board Meeting June 6, 2016

Consideration of Policy IV-C-16: Extra Service Agreements – Second Reading

ADMINISTRATION RECOMMENDATION/REPORT

The Chancellor recommends that the Board of Trustees consider revisions to the Policy IV-C-16, Policy on Extra Service Agreements (ESA). The recommended policy adoption is to ensure that the policies reflect the recommendations of the ESA taskforce, current legal requirements, as well as the philosophy and values of the College. Procedures do not require Board approval but are included to explain how policies are implemented into practice.

BACKGROUND

Occasionally, a full-time employee is required to complete non-teaching extra assignments outside the scope of the employee’s normal responsibilities. In such situations, the Board of Trustees authorizes the use of Extra Service Agreements (ESA). The entire process for administering ESAs needed to be updated to reflect efficient and streamlined processes and to ensure internal controls are met.

IMPACT OF THIS ACTION

These revisions will create a clear and concise policy and procedures that focus on extra service agreements.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

None anticipated.

MONITORING AND REPORTING TIMELINE

The policies were circulated from April 28, 2016 through May 10, 2016 to the College community for comments and concerns according to the policies workflow process. Four comments were received. The policy and associated procedures were not modified based on review from the College community.

ATTACHMENTS

- Attachment 1 – Summary of Policy and Guideline Changes
- Attachment 2 – Current Policy
- Attachment 3 – Proposed Policy
- Attachment 4 – Current Procedures
- Attachment 5 – Proposed Procedures

RESOURCE PERSONNEL

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SUMMARY OF POLICY & PROCEDURE CHANGES

IV-C-16 Policy Concerning Extra Service Agreements

- Added statement clarifying that Extra Service Agreement “must be within the fiscal year.”
- Added statement “Approved Extra Service Agreements will be ratified by the Board at the next scheduled meeting following approval.”

Procedure 4-6 Extra Service Agreements

- Contains procedural paragraphs of Policy IV-C-16 with updated language and terminology to reflect current practice:
 - Adjusted statement to say “Extra Service Agreements up to \$5,000 may be initiated by the respective Strategic Leadership Team (SLT) member and must be approved by the Chancellor or Deputy Chancellor & President prior to the performance of any work towards the project.”
 - Removed “Extra service agreements initiated between a Vice Chancellor and a campus employee must be undertaken with the cooperation by signature of the campus President.”
 - Added “Extra Service Agreements up to \$5,000 will be ratified by the Board of Trustees at the next scheduled meeting following approval. Any Extra Service Agreement above \$5,000 must be approved by the Chancellor or Deputy Chancellor & President and the Board of Trustees prior to the performance of any work towards the project.”
 - Removed “A district committee composed of the three Vice Presidents of Instruction, the Vice Chancellor of Instructional Programs and Services and the Vice Chancellor of Human Resources.”
 - Removed first three bullets:
 - Extra-service agreements must be in Human Resources with all required signatures one week prior to the regular meeting of the Board of Trustees at which approval is sought.
 - Extra-service agreements for administrators and professional non-faculty will be the exception.
 - All extra service agreements initiated on a campus must have the signature and approval of the President.
 - Added two bullets:
 - Extra Service Agreements must be approved by, in this order, the Human Resources department, the authorizing budget authority for the expenditure and the employee’s supervisor prior to extending the offer to the employee.
 - Extra Service Agreements funded in whole or part by a grant must be approved by the Office of Grant Management and the Vice-Chancellor, Fiscal Affairs.
 - Updated bullet statement for approved form to be in Human Resources two weeks prior to the regular Board of Trustees meeting at which ratification is sought.
 - Updated information in paragraph regarding pay to read
 - “Pay for Extra Service Agreements should be for the scope of a project, not paid hourly. However, the total amount paid should be based on rates in accordance with the compensation schedules approved by the Board of Trustees for all employees.”

**SAN JACINTO COLLEGE
BOARD OF TRUSTEES POLICIES**

HUMAN RESOURCES

IV-C-16 Policy Concerning Extra Service Agreements

Occasionally, a full-time employee is needed to complete a non-teaching extra assignment outside the scope of the employee's normal responsibilities. In such a situation, by way of general consensus of the Chancellor and by way of this Board approved policy, the Board of Trustees of San Jacinto College District authorizes usage of the Extra Service Agreement. This agreement calls for additional pay when the assignment is outside the scope of the individual's regular duties and work schedule, with allowances in the work schedule not to affect the normal duties of the employee.

Procedures related to this policy will be overseen and revised as necessary by the Human Resources Office of the District. All agreements must remain in compliance with personnel guidelines and applicable federal or state law.

The designated term of an Extra Service Agreement shall not exceed one year. Application for approval of work done under an Extra Service Agreement must be made early enough so as to acquire all necessary approving signatures as well as Board approval before activity or service begins. In no case will extra pay be given retroactively as this could be deemed a violation of state law. {Article III, Section 53 of the Texas Constitution; Attorney General Opinion # MW-68 (1979); and Attorney General Opinion # JM-1113 (1989)}

This policy may be amended by the approval of the Board of Trustees of San Jacinto College District with the recommendation of the District Human Resources Office.

Policy #:	IV-C-16
Policy Name:	Policy Concerning Extra Service Agreements
Pages:	1
Adopted Date:	May 4, 1998
Revision/Reviewed Date:	February 5, 2008
Effective Date:	May 4, 1998 and February 5, 2008
Associated Procedure:	4-6

**SAN JACINTO COLLEGE
BOARD OF TRUSTEES POLICIES**

HUMAN RESOURCES

IV-C-16 Policy Concerning Extra Service Agreements

Policy IV-C-16: Policy Concerning Extra Service Agreements

Occasionally, a full-time employee is needed to complete a non-teaching extra assignment outside the scope of the employee's normal responsibilities. In such a situation, by way of general consensus of the Chancellor and by way of this Board approved policy, the Board of Trustees of San Jacinto College District authorizes usage of the Extra Service Agreement. This agreement calls for additional pay when the assignment is outside the scope of the individual's regular duties and work schedule, with allowances in the work schedule not to affect the normal duties of the employee.

Procedures related to this policy will be overseen and revised as necessary by the Human Resources Office of the District. All agreements must remain in compliance with personnel guidelines and applicable federal or state law.

The designated term of an Extra Service Agreement shall not exceed one year and must be within the fiscal year. Application for approval of work done under an Extra Service Agreement must be made early enough so as to acquire all necessary approvals before activity or service begins. Approved Extra Service Agreements will be ratified by the Board at the next scheduled meeting following approval. In no case will extra pay be given retroactively as this could be deemed a violation of state law. {Article III, Section 53 of the Texas Constitution; Attorney General Opinion # MW-68 (1979); and Attorney General Opinion # JM1113 (1989)}

This policy may be amended by the approval of the Board of Trustees of San Jacinto College District with the recommendation of the District Human Resources Office.

Policy #:	IV-C-16
Policy Name:	Policy Concerning Extra Service Agreements
Pages:	1
Adopted Date:	May 4, 1998
Revision/Reviewed Date:	January 19, 2016
Effective Date:	May 4, 1998, February 5, 2008, June 7, 2016
Associated Procedure:	4-6

SAN JACINTO COLLEGE**Procedure****HUMAN RESOURCES****4-6 Extra Service Agreements**

Extra-service agreements may be developed between the administration and exempt employees for special projects when such assignments are accomplished outside the scope of the individual's regular duties and work schedule. Extra-service agreements are developed between faculty and a President or Vice Chancellor and must be approved by the Board of Trustees prior to the performance of any work towards the project. Extra-service agreements initiated between a Vice Chancellor and a campus employee must be undertaken with the cooperation by signature of the campus President.

A district committee composed of the three Vice Presidents of Instruction, the Vice Chancellor of Instructional Programs and Services and the Vice Chancellor of Human Resources will review all extraservice agreements to ensure consistent application of guidelines.

The following guidelines will be used by the administration in consideration of extra-service agreements:

- Extra-service agreements must be in Human Resources with all required signatures one week prior to the regular meeting of the Board of Trustees at which approval is sought.
- Extra-service agreements for administrators and professional non-faculty will be the exception.
- All extra service agreements initiated on a campus must have the signature and approval of the President.
- Extra-service agreements may be considered only for assignments that are clearly outside the individual's job description.
- By way of example, extra-service agreements may be offered for the development of new technical AAS degree programs, but will not be offered for the revision of existing technical AAS degree programs.
- Extra-service agreements will not be offered for the development or the revision of academic and/or technical courses including distance learning courses.

Recommended pay rates for work performed under an extra-service agreement must be in accordance with the rates and salary schedules approved by the Board of Trustees for all employees. In general, compensation for extra-service funded by the college will abide by the following criteria:

- For specialized responsibilities, with required specific professional expertise, the rate will be the overload lecture rate in effect at the time of approval.
- For all other projects the rate will be the overload lab rate in effect at the time of approval.

(Re: Policy IV-C-16; Board of Trustees Policy Manual)

Procedure #:	4-6
Procedure Name:	Extra Service Agreements
Pages:	1
Adopted Date:	
Revision/Reviewed Date:	
Effective Date:	
Associated Policy:	IV-C-16

SAN JACINTO COLLEGE**Procedure****HUMAN RESOURCES****4-6 Extra Service Agreements****Procedure 4-6: Extra Service Agreements**

Extra Service Agreements may be developed between the administration and exempt employees for special projects, typically when such assignments are accomplished outside the scope of the individual's regular duties and work schedule. Extra Service Agreements up to \$5,000 may be initiated by a Strategic Leadership Team (SLT) member and must be approved by the Chancellor or Deputy Chancellor & President prior to the performance of any work towards the project. Extra Service Agreements up to \$5,000 will be ratified by the Board of Trustees at the next scheduled meeting following approval. Any Extra Service Agreement above \$5,000 must be approved by the Chancellor or Deputy Chancellor & President and the Board of Trustees prior to the performance of any work towards the project. An Extra Service Agreement will not be initiated for a payment less than \$300.

The Strategic Leadership Team will review all Extra Service Agreements to ensure consistent application of procedures. The following procedures will be used by the administration in consideration of Extra Service Agreements:

- Extra Service Agreements may be considered only for assignments that are outside the scope of the individual's normal responsibilities.
- Projects or assignments that are considered eligible for compensation through an Extra Service Agreement would not be designated as College Service in the scope of the job requirements.
- Projects or assignments that relate to the scope of the employee's normal responsibilities as determined by leadership are not eligible for compensation through an Extra Service Agreement.
- By way of example, Extra Service Agreements may be offered for the development of new technical AAS degree programs, but will not be offered for the revision of existing technical AAS degree programs.
- Extra Service Agreements will not be offered for the development or the revision of academic and/or technical courses including distance learning courses.
- Extra Service Agreements must be approved by, in this order, the Human Resources department, the authorizing budget authority for the expenditure, and the employee's supervisor prior to extending the offer to the employee.
- Extra Service Agreements funded in whole or part by a grant must be approved by the Office of Grant Management and the Vice-Chancellor, Fiscal Affairs.
- All Extra Service Agreements initiated on a campus must have the signature and approval of a SLT member.
- Extra Service Agreements must be in Human Resources with all required approval signatures two weeks prior to the regular meeting of the Board of Trustees at which ratification is sought.

Pay for Extra Service Agreements should be for the scope of a project, not paid hourly. However, the total amount paid should be based on rates in accordance with the compensation schedules approved by the Board of Trustees for all employees. In general, faculty compensation for extra-service funded by the College will abide by the following criteria:

- For specialized responsibilities, with required specific professional expertise, the rate will be the overload lecture rate in effect at the time of approval.
- For all other projects the rate will be the overload lab rate in effect at the time of approval.

Procedure #:	4-6
Procedure Name:	Extra Service Agreements
Pages:	1
Adopted Date:	
Revision/Reviewed Date:	January 19, 2016
Effective Date:	June 7, 2016
Associated Policy:	IV-C-16

Action Item “XI”
Regular Board Meeting June 6, 2016
Consideration of Approval of a Release & Settlement Agreement
Between AT&T and San Jacinto Community College District

ADMINISTRATION RECOMMENDATION/REPORT

The Chancellor recommends the approval of a Release & Settlement Agreement between Southwestern Bell Telephone Company d/b/a AT&T Texas and San Jacinto Community College District.

BACKGROUND

In December of 2014, the College entered into a contract with AT&T under Master Agreement #2010019-0091 to upgrade the College’s network infrastructure. The Release and Settlement Agreement relates to the remediation of issues related to this upgrade.

IMPACT OF THIS ACTION

Upon approval by the Board of Trustees, AT&T shall commence remediation as outlined in the Release & Settlement Agreement.

BUDGET INFORMATION

The College has expended approximately \$18,000 in legal fees related to the resolution of this dispute. With the approval of the release & settlement agreement, no additional funds will be expended.

MONITORING AND REPORTING TIMELINE

Final documents will be signed and remediation work will commence as soon as possible after the Board’s approval.

ATTACHMENTS

None

RESOURCE PERSONNEL

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ADMINISTRATION RECOMMENDATION/REPORT

The Chancellor recommends the Board of Trustees to approve the pool of architects for 2015 Bond Projects and grant the administration the authority to rank, select and enter into negotiations with the most highly qualified firm(s) on a per project basis for the 2015 Bond Program new construction, renovation, and infrastructure projects.

BACKGROUND

The 2015 Bond program was approved by voters in November 2015. The program provides \$425 million to update infrastructure, security and technology, renovate existing facilities, and construct new buildings across all campuses. Architectural services are required to develop designs, construction drawings, and bidding packages for each of the projects. Because of the significant amount of architectural work needed, it was determined that the College should award contracts to several architectural firms to allow for the completion of projects concurrently and completion of the overall program in the shortest time possible.

A request for qualifications (RFQ), Project Number 16-15, was issued to establish a pool of qualified architectural firms from which to consider. A request for qualifications was issued publicly and advertised to which 37 firms submitted a written statement of qualifications. These written responses were evaluated and ranked by a team consisting of College leadership, administrators, and staff. The seven top-ranked firms were subsequently invited to make oral presentations to the evaluation committee. Based on the combined scores from the evaluation and presentation phases, it was determined the needs of the College would be best served by approving a pool of seven firms to consider for use throughout the 2015 Bond program.

In accordance with Section 2254 of the Texas Government Code, which governs the selection process for professional services, as projects are initiated, the College will initiate negotiations with the most highly qualified firm on a per project basis and if necessary, proceed down the list until a satisfactory contract can be reached between the parties.

The College does not guarantee that all firms within the pool will be engaged for a project or projects. As each new project is started, a separate contract will be negotiated and awarded to one of the architectural firms within the pool based on the best match of qualifications, experience, skills, and acceptable contract terms for each project. The pool of architects for potential contract negotiations include Gensler, HKS, IBI Group, Jacobs, Kirksey Architecture, Morris Architects, and Page.

IMPACT OF THIS ACTION

Approval of this request will grant the administration the authority to negotiate with the most highly qualified architectural firm and proceed with the award of contracts for specific projects of the 2015 Bond Program.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

A separate architect contract will be issued by project with the designated firm and will be brought forth to the Board for approval. Expenditures for architectural services will be funded through the specified 2015 Bond project account.

MONITORING AND REPORTING TIMELINE

The award term for the pool of architects will be for approximately five to eight years which is concurrent with the 2015 Bond Program.

ATTACHMENTS

Attachment 1 - Rankings

RESOURCE PERSONNEL

Bryan Jones	281-998-6343	bryan.jones@sjcd.edu
Bill Dowell	281-998-6122	william.dowell@sjcd.edu
Ann Kokx-Templet	281-998-6103	ann.kokx-templet@sjcd.edu

**RFQ #16-15 2015 Bond Architect Services
EVALUATION RESULTS**

QUALIFICATIONS SCORES

Weighted Score 80%

	Vendors	Score
1	Page	76.58
2	Morris Architects	76.12
3	Gensler	75.27
4	Kirksey Architecture	74.62
5	Jacobs	71.72
6	HKS	69.65
7	IBI Group	68.90
8	PBK	67.88
9	Brown Reynolds Watford	67.77
10	Smith & Company Architects	66.68
11	Collaborate Architects	65.62
12	Llewelyn-Davies Sahni	64.20
13	Cre8 Architects	63.95
14	Philo Wilke	62.40
15	Randall Scott Architects	62.15
16	Corgan	61.98
17	Studio Red Architects	61.87
18	Huckabee	61.65
19	Courtney Harper & Partners	61.60
20	Shepley Bulfinch	61.25
21	Randall-Porterfield Architects	60.77
22	Prozign Architects	60.70
23	PGAL	60.50
24	Lauck Group	59.83
25	OC+A Architects	59.07
26	Brave/Eskew + Dumez + Ripple	58.78
27	ERO Architects	57.88
28	Natex Architects	57.07
29	SBWV Architects	56.87
30	STOA Architects	56.10
31	English & Associates Architects	55.40
32	Energy Architects	55.05
33	Autoarc Architects	52.13
34	PDR	51.67
35	Jackson & Ryan Architects	50.12
36	Joiner Architects	46.20
37	VCS Architects	45.98

PRESENTATION SUMMARY

Weighted Score 20%

	Firm	Score
1	Kirksey	18.80
2	Gensler	15.63
3	Page	15.32
4	HKS	14.80
5	Morris	14.43
6	Jacobs	13.97
7	IBI Group	12.67

FINAL SCORES

	Vendors	Score
1	Kirksey	93.42
2	Page	91.90
3	Gensler	90.90
4	Morris	90.55
5	Jacobs	85.68
6	HKS	84.45
7	IBI Group	81.57

Action Item "XIII"
Regular Board Meeting June 6, 2016

Consideration of Approval of Contract Rates for Architectural Services

ADMINISTRATION RECOMMENDATION/REPORT

The Chancellor recommends the Board of Trustees authorize the Chancellor to establish predetermined, maximum compensation rates for architectural services for the 2015 Bond Program.

BACKGROUND

The 2015 Bond program was approved by voters in November 2015. The program provides \$425 million to update infrastructure, security and technology, renovate existing facilities, and construct new buildings across all campuses.

A request for qualifications (RFQ), Project Number 16-15, was issued to establish a pool of qualified architectural firms from which to consider. The College received responses from thirty-seven (37) firms. Written qualifications statements were reviewed by an evaluation team consisting of leadership, administrators and staff. Seven (7) firms were subsequently invited to make oral presentations to the evaluation team. Final rankings were established after compiling the scores from both phases. The administration recommended that a pool of seven qualified architectural firms be approved by the Board of Trustees. Firms will be selected for specific projects based on best capability and capacity.

In accordance with Section 2254 of the Texas Government Code, which governs the selection process for professional services, as projects are initiated, the College will begin negotiations with the most highly qualified firm on a per project basis and if necessary, proceed down the list until a satisfactory contract can be reached between the parties.

IMPACT OF THIS ACTION

Approval of this request will establish maximum allowable rates that the Chancellor will have authority to negotiate with qualified architectural firms and proceed with the award of contracts for projects in the 2015 Bond Program.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

A separate architect contract will be negotiated not to exceed the established maximum compensation rates. The proposed contracts will be brought forth to the Board for approval. Expenditures for Bond Architectural design services will be funded through the specified 2015 Bond project account.

MONITORING AND REPORTING TIMELINE

The award term for the pool of architects will be for approximately five to eight years which is concurrent with the 2015 Bond Program.

Action Item “XIII”
Regular Board Meeting June 6, 2016
Consideration of Approval of Contract Rates for Architectural Services

ATTACHMENTS

Attachment 1 – Rate Sheet (The rate sheet is in draft format. The Chancellor is working through this information and will have an update for the Board of Trustees at the upcoming Board Meeting.)

RESOURCE PERSONNEL

Bryan Jones	281-998-6343	bryan.jones@sjcd.edu
Bill Dowell	281-998-6122	william.dowell@sjcd.edu

**Architecture Services Fee Schedule
San Jacinto Community College District
June 2016**

Architecture services fees

New construction -

- > \$15 million – 5.5%
- > \$10 million - \$15 million – 6.0%
- > \$3 million to \$10 million – 6.5%
- \$500,000 to \$3 million – 7.0%
- <\$500,000 - Negotiable

Renovations -

- > \$3 million – 7.0%
- \$500,000 - \$3 million – 7.5%
- < \$500,000 - Negotiable

(The rate sheet is in draft format. The Chancellor is working through this information and will have an update for the Board of Trustees at the upcoming Board Meeting.)

**SAN JACINTO COMMUNITY COLLEGE DISTRICT
PURCHASE RECAP
JUNE 6, 2016**

**I. PURCHASE REQUESTS,
SOLE SOURCE VENDORS,
COOPERATIVES, AND CONTRACT RENEWALS**

Purchase Request #1 - Additional Funds for Internship Staffing Services (pgs. 2-3)	\$ 650,000
Purchase Request #2 - IT Equipment for North Campus Center for Industrial Technology (pgs. 4-5)	615,000
Purchase Request #3 - Architectural Programming Services (pgs. 6-7)	301,400
Purchase Request #4 - Hampden Equipment (pgs. 8-9)	294,972
Purchase Request #5 - Change Order to Construction Contract for Maritime Technology and Training Center (pgs. 10-11)	250,000
Purchase Request #6 - Method of Procurement for North Campus Library Demolition (pgs. 12-13)	-
TOTAL OF PURCHASE REQUESTS	\$ 2,111,372
GRAND TOTAL:	<u><u>\$ 2,111,372</u></u>

Purchase Request #1
Regular Board Meeting June 6, 2016

Consideration of Approval of Additional Funds for Internship Staffing Services

ADMINISTRATION RECOMMENDATION/REPORT

The Chancellor recommends that the Board of Trustees approve the expenditure of additional funds for internship staffing services from LZ Technology, Inc. for the Continuing and Professional Development (CPD) Division.

BACKGROUND

The CPD Division works with LZ Technology, Inc. to support the “Get a Glimpse” and “Pathways” Professional Learning Experience program. The vendor provides the hiring, recruitment, and job placement of eligible student candidates into internship positions. The vendor works with CPD to identify, screen, and present viable student candidates to place as interns. LZ Technology, Inc. provides candidates that meet the needs of the industries in which they may be placed. Interns work onsite with company sponsors including aerospace companies in Clear Lake and the surrounding areas.

The aerospace internship program has been successful and grown dramatically this fiscal year. Most recently, interns have been placed at SGT, Inc. and Boeing, and contract negotiations are currently in progress with CACI, Inc. If successful, an additional 10 to 12 interns will be placed for the summer, and this additional funds request is predicated on those projections. LZ Technology will only be compensated for services performed based on actual intern placements.

A request for proposals, Project Number 13-09, was issued in April 2013, to procure internship staffing services. The Board approved a contract renewal with LZ Technology, Inc. in August 2016.

IMPACT OF THIS ACTION

Students who participated in these programs gain practical experience and complete workplace readiness external learning courses/internships through the CPD Division. The internships are in partnership with sponsor companies that allow the student to concurrently earn continuing education units for participating in the external learning experience.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

In August 2016, the Board approved an expenditure of \$2,000,000 for internship staffing services. This request will increase the total amount approved by \$650,000 to a total of \$2,650,000. This expenditure will be funded by the CPD Division’s 2015-2016 operating budget.

MONITORING AND REPORTING TIMELINE

The current contract term ends August 31, 2016, with renewal options of two (2) one-year time periods remaining.

Purchase Request #1
Regular Board Meeting June 6, 2016

Consideration of Approval of Additional Funds for Internship Staffing Services

ATTACHMENTS

None

RESOURCE PERSONNEL

Sarah Janes	281-478-3605	sarah.janes@sjcd.edu
Linda Droblich	281-476-1839	linda.droblich@sjcd.edu
Randi Faust	281-998-6106	randi.faust@sjcd.edu

Purchase Request #2
Regular Board Meeting June 6, 2016
Consideration of Approval to Purchase IT Equipment

ADMINISTRATION RECOMMENDATION/REPORT

The Chancellor recommends that the Board of Trustees approve information technology (IT) equipment purchases from Dell Marketing, Layer 3 Communications, and Network Cabling Service (NCS) for the North Campus Center for Industrial Technology (CIT) facility, currently under construction.

BACKGROUND

In order to complete the new CIT facility, the purchase and installation of an array of IT equipment is required as part of the furniture, fixture, and equipment phase for both instructional and non-instructional areas. The equipment will include all network switch gears, wireless access points, telephones, paging speakers, computers, technology in classrooms and labs, lecterns, and audio visual equipment. The College's standard computers will be purchased from Dell Marketing; all network switch gear, wireless network, telephones, and paging will be procured from Layer 3; and audio visual equipment supplied by NCS.

Equipment and services will be procured through cooperative contract programs which comply with competitive procurement requirement in Section 44.031 of the Texas Education Code and is permitted through Section 791.011(g) of the Texas Government Code. The College will utilize Department for Information Resources (DIR) contracts for Dell and Layer 3 purchases, contract numbers DIR-SDD-1951 and DIR-TSO-2641 respectively. The Cooperative Purchasing Network (TCPN) contract number R5168 will be utilized to procure goods from NCS.

IMPACT OF THIS ACTION

Purchase of equipment and installation services is essential to fulfill the requirements as specified in program manuals. This provides support to life safety, building automation, student equipment resources, as well as providing instructors necessary teaching resources and instructional tools to maximize learning effectiveness and student success.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated expenditure for Dell Marketing is \$125,000; Layer 3 for \$190,000; and NCS for \$300,000 for a total of \$615,000. These expenditures will be funded by the 2015 revenue bonds.

MONITORING AND REPORTING TIMELINE

None

**Purchase Request #2
Regular Board Meeting June 6, 2016
Consideration of Approval to Purchase IT Equipment**

ATTACHMENTS

None

RESOURCE PERSONNEL

Rob Stanicic	281-998-6137	rob.stanicic@sjcd.edu
Jeff Tambrella	281-998-6353	jeff.tambrella@sjcd.edu
Genie Freeman-Scholes	281-998-6349	genevieve.scholes@sjcd.edu

Purchase Request #3
Regular Board Meeting June 6, 2016

Consideration of Approval to Purchase Architectural Programming Services

ADMINISTRATION RECOMMENDATION/REPORT

The Chancellor recommends the Board of Trustees approve contracts for architectural programming services from Facility Programming and Consulting (Facility Programming) for the new Central Campus Welcome Center and Classroom Building, North Campus Cosmetology and Culinary Building, and South Campus Cosmetology Building.

BACKGROUND

Facility Programming provides a critical first step in the architectural design process by defining the detailed requirements of the programs and processes required for new buildings. The details required to complete the assessment are gathered collaboratively from all stakeholders by defining the vision, goals, and needs as they relate to the unique needs of each program, instructional requirements, physical adjacencies, space allocation, and equipment requirements.

Architectural programming services are classified as professional services pursuant to Section 2254 of the Texas Government Code.

IMPACT OF THIS ACTION

The architectural programming component of building design is critical in capturing the multiple and dynamic variables which combine the new and existing educational offerings and facility requirements into a single written document plan. This plan is the instructional map for architects to define the scope and configurations of the proposed buildings which assures the College meets the needs of its constituents and community. Determining proper adjacencies, access, interactions and overall space requirements before the detailed design process of a new building provides best overall value in the building life cycle.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated expenditure for this request is \$301,400. The individual components for this request are as follows:

1. Central Campus Welcome Center	\$83,950
2. Central Campus Classroom Building	\$68,950
3. North Campus Cosmetology & Culinary Building	\$84,000
4. South Campus Cosmetology Building	\$64,500
	<hr style="width: 100%; border: 0.5px solid black;"/>
	\$301,400

This expenditure is funded from the 2015 Bond Program.

Purchase Request #3
Regular Board Meeting June 6, 2016

Consideration of Approval to Purchase Architectural Programming Services

MONITORING AND REPORTING TIMELINE

Programming services are expected to last approximately four to five months with additional time provided for final review. The estimated report delivery date is anticipated to occur before February 2017.

ATTACHMENTS

None

RESOURCE PERSONNEL

Bryan Jones	281-998-6343	bryan.jones@sjcd.edu
Bill Dowell	281-998-6122	william.dowell@sjcd.edu
Randi Faust	281-998-6106	randi.faust@sjcd.edu

Purchase Request #4
Regular Board Meeting June 6, 2016
Consideration of Approval to Purchase Hampden Equipment

ADMINISTRATION RECOMMENDATION/REPORT

The Chancellor recommends that the Board of Trustees approve the purchase of Hampden Engineering Corporation (HE) products from Lab Resources, Inc. for the Heating Air-conditioning and Refrigeration (HVAC/R) department at the North Campus.

BACKGROUND

The HVAC/R Program at San Jacinto College is a program designed to teach entering workplace competencies in the commercial and industrial HVAC/R industry.

High quality trainers and simulators manufactured by HE are used in this program to increase the depth of our students' experience and to add essential "hands-on" training that helps our students succeed in the job marketplace. As our program has changed from residential to commercial, we need to procure new equipment to deliver this training. This new equipment will be incorporated with existing HE equipment in the Center for Industrial Technology (CIT).

With the opening of the new labs in the CIT, the College anticipates seeking accreditation through HVAC Excellence. The series of HE HVAC/R trainers are recommended and used in accredited programs and certifications issued by the nationally recognized ESCO Group and HVAC Excellence. These modern HVAC/R trainers will allow for the hands-on experience required to produce quality, fully certified HVAC/R technicians. The students will gain the experience to troubleshoot, maintain, and run HVAC/R systems they will encounter in the workplace.

Lab Resources, Inc. is a sole source provider of HE products and Lab Resources, Inc. has a contract awarded through the Choice Partners Cooperative, contract number 13/062DG-29.

IMPACT OF THIS ACTION

The equipment to student ratio must be increased to serve the needs of the program and facilitate more hands-on training in the HVAC/R commercial and industrial curriculum. Hampden Engineering Corporation equipment and the services delivered by Lab Resources, Inc. are integral to the program's success and accreditation.

Because HE's trainers are built to high quality standards, they should provide the user with years of trouble free service. It is common to come across HE trainers in labs that are 20 and 30 years old. Trainers are portable and/or mobile thus allowing them to be easily moved from one classroom to another to be shared by multiple instructors and programs.

Purchase Request #4
Regular Board Meeting June 6, 2016
Consideration of Approval to Purchase Hampden Equipment

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

No additional staffing is required as a direct result of this purchase. The estimated expenditure is \$294,972 and will be funded by the 2015 revenue bonds as part of the Center for Industrial Technology construction budget.

MONITORING AND REPORTING TIMELINE

The equipment will be delivered in the fall of 2016.

ATTACHMENTS

None

RESOURCE PERSONNEL

Kerry Keith Mix	281-459-7106	Kerry.mix@sjcd.edu
Michael Varnell	281-998-6150 x 7343	Michael.varnell@sjcd.edu
Ann Kokx-Templet	281-998-6103	Ann.kokx-templet@sjcd.edu

Purchase Request #5
Regular Board Meeting June 6, 2016

**Consideration of Approval of Change Order to Construction Contract for
Maritime Technology and Training Center**

ADMINISTRATION RECOMMENDATION/REPORT

The Chancellor recommends the Board of Trustees approve a change order to the contract with Tellepsen Builders, L.P. for a change to the scope of services and the expenditure of additional funds for the Maritime Technology and Training Center.

BACKGROUND

At the July 2013 meeting, the Board of Trustees approved a Construction Manager-at-Risk contract with Tellepsen to construct a new maritime center. Since this time, the building has been constructed, accepted, and the College occupied the building in December 2015. However, several issues have arisen recently that warrant additional consideration and expenditure.

The shoreline of the property is littered with debris that has washed ashore. This material has collected over many years and should be removed by a qualified organization and disposed of properly. The items consist of building materials, empty containers, large branches, and similar trash that falls into the bay and rivers or has been blown in with storms. This request is for the major cleanup required at this point, and a regular maintenance schedule will be developed for the future.

Following commissioning of the building, it was discovered that the concrete floor of the building did not provide adequate insulating properties to control temperature inside the building. Several heating coils were also installed undersized due to a mistake in calculating the required load for the facility. Changes to the Heating, Ventilation, and Air Conditioning (HVAC) system have been proposed along with insulation added to the underside of the building foundation. The proposed change will install 1 ½ inches of spray-on thermal insulation on the bottom side of the foundation. Additionally, seven (7) larger, properly sized heating coils will be installed in selected variable air volume boxes in the building. These changes will improve the temperature control as well as improve the energy efficiency within the building. The College will share in a portion of the overall cost with the majority of the cost being paid by the architects, engineers, and general contractor. The College's share is less than the cost estimates for installing such changes during the construction phase.

Changes have been recommended to modify the heated water system in the building. The time required to deliver hot water to the extreme west side of the building takes many minutes. The proposed solution for this issue is to revise the piping system to provide circulated hot water to the remote points of use. This will improve time needed to obtain hot water and reduce fresh water waste.

Early in the construction phase, Texas Department of Transportation (TXDOT) granted a variance for the entrance feeding the pipeline easement. It was believed the driveway would ultimately be altered to feed from a different location. The variance has expired and TXDOT has requested the removal of the easement because the improvement was not completed. The College will ask TXDOT to extend the variance allowing the College time to complete the

Purchase Request #5
Regular Board Meeting June 6, 2016

**Consideration of Approval of Change Order to Construction Contract for
Maritime Technology and Training Center**

entrance and drive. However, if variance is not extended, the proposed driveway will require removal.

Finally, a pool platform and bulkhead ladder are required to accommodate outdoor training and safety concerns.

IMPACT OF THIS ACTION

Each of these items will impact Maritime operations in some fashion. They all became apparent after the building was completed and placed in operation. To not address these issues at this time would leave negative issues affecting comfort and operability of the maritime facility and training program.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This request will increase the contract amount by \$250,000. The estimated individual components for this request are as follows:

1. Shoreline Clean Up	80,000
2. HVAC & Floor Insulation Issues	45,000
3. Hot Water Issue	40,000
4. North Entrance TXDOT Variance	65,000
5. Bulkhead Ladder/Pool Platform	<u>20,000</u>
	250,000

This expenditure will be funded by the 2008 Bond Program. The estimated costs are based on conservative estimates and ways to reduce costs are still being considered.

MONITORING AND REPORTING TIMELINE

The majority of the work will be completed immediately, but the TXDOT portion may take longer with scheduled completion by December 2016.

ATTACHMENTS

None

RESOURCE PERSONNEL

Bryan Jones	281-998-6343	bryan.jones@sjcd.edu
Randi Faust	281-998-6106	randi.faust@sjcd.edu

Purchase Request #6
Regular Board Meeting June 6, 2016
Consideration of Approval of Method of Procurement for
North Campus Library Demolition

ADMINISTRATION RECOMMENDATION/REPORT

The Chancellor recommends the Board of Trustees approve the Competitive Sealed Proposal (CSP) procurement methodology for demolition of the old library at North Campus.

BACKGROUND

In April 2016, a new library was placed in service at the North Campus. The previous library was deemed not suitable for continued service due to severe foundation issues and the need for interior renovation. The combined cost to address these two items made the project not viable.

This request will provide for the method of procurement needed for procuring the contract to demolish the old library. It is proposed that a detailed project package be developed and the project be advertised as a CSP project. This methodology will allow for sufficient financial competitiveness while still providing sufficient oversight to assure a safe and regulatory compliant process for disposing of the structure and connected utility systems.

Once bids have been received and evaluated, a single proposed contractor and associated cost amount will be brought to the Board for consideration. Detailed specifications and project plans will be developed by Page Architects to be used as part of the document package required for public solicitation of construction proposals utilizing the CSP procurement method in accordance with the Texas Government Code, Section 2269.151.

IMPACT OF THIS ACTION

The existing building has no further use to the College and should be removed. The building site will be cleared and made available for future use.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The project will be funded with 2015 Bond funds.

MONITORING AND REPORTING TIMELINE

It is expected this project will be completed in one hundred eighty (180) calendar days following notice to proceed given to the selected contractor. Work will be managed by the College Facilities Services personnel.

ATTACHMENTS

None

**Purchase Request #6
Regular Board Meeting June 6, 2016
Consideration of Approval of Method of Procurement for
North Campus Library Demolition**

RESOURCE PERSONNEL

Bryan Jones	281-998-6343	bryan.jones@sjcd.edu
Bill Dowell	281-998-6122	william.dowell@sjcd.edu
Randi Faust	281-998-6106	randi.faust@sjcd.edu

Item "A"
Regular Board Meeting June 6, 2016
Approval of the Minutes for the May 2, 2016
Board Workshop and Regular Board Meeting

RECOMMENDATION

The Chancellor requests that the Board of Trustees approve the minutes for the May 2, 2016, Board Workshop and Regular Board Meeting.

**San Jacinto College District Board Workshop
 May 2, 2016
 District Administration Building, Suite 201**

MINUTES

	Board Workshop Attendees:	Board Members: Marie Flickinger, Brad Hance, Dan Mims, John Moon, Jr., Keith Sinor, Dr. Ruede Wheeler, Larry Wilson Chancellor: Brenda Hellyer Others: Ann Kokx-Templett, Chet Lewis, Mandi Reiland, Steve Trncak
	Agenda Item:	Discussion/Information
I.	Call the Meeting to Order	Workshop began at 5:30 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	Adjourned to closed session at 5:31 p.m. Ann Kokx-Templett, Chet Lewis, and Steve Trncak were present for executive session.

IV.	Reconvene in Open Meeting	Reconvened in open meeting at 6:13 p.m.
V.	General Discussion of Meeting Items	Dr. Hellyer gave an overview of the progress on the Center for Industrial Technology building. The following programs will not be moving on the original timeline: diesel technology, advanced manufacturing, sheet metal, and logistics. Mr. Lewis is working on the timeline.
VI.	Calendar	Brenda reviewed the Board calendar.
VII.	Adjournment	Workshop adjourned at 6:24 p.m.

**San Jacinto College District
Board Meeting Minutes**

May 2, 2016

The Board of Trustees of the San Jacinto Community College District met at 7:00 p.m., Monday, May 2, 2016, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas, for the Regular Board Meeting.

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

Chancellor: Brenda Hellyer

Others Present:

Richard Bailey	Megan Greene	Jeff Parks
Rafael Balderas	Justin Gutierrez	Cesar Perez
Joshua Banks	Cesar Hernandez	Theresa Powell
Dean Barnes	Clare Iannelli	Jennifer Reyes Lopez
Rhonda Bell	Sallie Kay Janes	Sherilyn Reynolds
Dana Belt	Micaela Johnson	Alondra Romano
Pamela Betts	Brenda Jones	Courtney Saenz
Janet Blackburn	Vontonio Jones	Erika Saavedra
James Braswell	Bryan Jones	Kelly Simons
William Buel	Michael Kane	Rob Stanicic
Pam Campbell	Tami Kelly	Janice Sullivan
David Castillo	Ann Kokx-Templet	Ann Tate
Beth Cleary	Helen LaCour	Steve Trncak
Teri Crawford	Chet Lewis	Richard Vega
Francesca D'Agostavo	Larry Logsdon	Van Wigginton
Whitney Diggs	Laurene Mathews	Kyle Wilkerson
Amanda Fenwick	Kristy McAuliffe	Laurel Williamson
Efrain Fermin	Trisha McCurdy	Joanna Zimmermann
Pandora Freestone	Kevin McKisson	Craig Zimmerman
Mario Garcia	Danielle Meche	Joe Zwiercan
Francisco Gonzalez	Kerry Mix	
George González	Kevin Morris	
Ann Goad	Wanda Munson	
Rebecca Goosen	Alexander Okwonna	

Call the Meeting to order:	Chair Dan Mims called the regular meeting of the Board of Trustees to order at 7:00 p.m.
Roll Call of Board Members:	Marie Flickinger Brad Hance John Moon, Jr. Keith Sinor Dr. Ruede Wheeler Larry Wilson
Invocation and Pledges to the Flags:	The invocation was given by Dr. Brenda Jones. The pledges to the American flag and the Texas flag were led by Larry Wilson.
Special Announcements, Recognitions, and Presentations:	<ol style="list-style-type: none"> 1. Van Wigginton recognized the Process Technology Program department chair Joe Zwiercan for being awarded the Texas Association of College Technical Educators 2016 Award of Excellence. 2. Dr. Laurel Williamson recognized the College Preparatory Program for receiving the 2016 John Champaign Memorial Award for Outstanding Developmental Education by the National Association for Developmental Education. 3. Dr. Laurel Williamson recognized Megan Greene for receiving the Texas Association for College Admission Counseling Founder's Award. 4. Dr. Brenda Jones and Van Wigginton recognized the Skills USA Competition Award Recipients. The following students were recognized: Francesca D'Agostavo, Trisha McCurdy, Danielle Meche, Jenifer Lopez, Erica Saavedra, Efrain Fermin, Carissa Aguirre, Cesar Perez, Ann Goad, Kyle Walker, Beth Cleary, and Cesar Hernandez. The Advisors recognized were Dana Belt, Pandora Freestone, Pam Betts, Mario Garcia, Laurene Mathews, William Buel, and David Castillo. 5. Dr. Brenda Jones and Van Wigginton recognized the Phi Beta Lambda Competition Award Recipients. The following students were recognized: Vontonio Jones, Whitney Diggs, Justin Gutierrez, Courtney Saenz, Alondra Romano, Richard Vega, Rafael Balderas, and Micaela Johnson. The advisors recognized were Janet Blackburn and Kristy McAuliffe. 6. Dr. Brenda Hellyer announced that the College received the Houston Business Journal Landmark Award for the Maritime Training and Technology Center.
Student Success Presentations:	<ol style="list-style-type: none"> 1. George González gave an update on student success points. 2. Teri Crawford introduced Jahmal Clemons, and the three students that attended the Economic Alliance DC trip. Sarah Heasty, Johnny

Zuniga, and Austin Gerry presented on their experience of the trip.

Communications to the Board:

1. A thank you was sent to the Board from Cheryl Mott, for the plant sent in memory of her husband.

Hearing of Such Citizens or Groups of Citizens Desiring to be Heard Before the Board:

There were no citizens desiring to be heard before the Board.

Informative Reports:

Dan Mims indicated such reports were in the board documents.

Motion 9707 Consideration of Approval of Amendment to the 2015-2016 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants

Motion was made by Marie Flickinger, seconded by Dr. Ruede Wheeler, for Approval of Amendment to the 2015-2016 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants.

Motion Carried.

Yeas: Flickinger, Hance, Moon, Jr., Sinor, Wilson, Wheeler
Nays: None

Motion 9708 Consideration of Ratification of Construction and License Agreement with G & H Towing Company

Motion was made by Larry Wilson, seconded by Brad Hance, for Approval of Ratification of Construction and License Agreement with G & H Towing Company.

Motion Carried.

Yeas: Flickinger, Hance, Moon, Jr., Sinor, Wilson, Wheeler
Nays: None

Motion 9709 Consideration of Approval of Articulation Agreement with University of St. Thomas

Motion was made by Dr. Ruede Wheeler, seconded by Keith Sinor, for Approval of Articulation Agreement with University of St. Thomas.

Motion Carried.

Yeas: Flickinger, Hance, Moon, Jr., Sinor, Wilson, Wheeler
Nays: None

**Motion 9710
Consideration of
Approval of
Invasive
Cardiovascular
Technology
Program**

Motion was made by Keith Sinor, seconded by Marie Flickinger, for Approval to of Invasive Cardiovascular Technology Program.

Motion Carried.

Yeas: Flickinger, Hance, Moon, Jr., Sinor, Wilson, Wheeler

Nays: None

**Motion 9711
Consideration of
Approval of a New
Occupational
Therapist
Assistant Program**

Motion was made by Marie Flickinger, seconded by John Moon, Jr., for Approval of a New Occupational Therapist Assistant Program.

Motion Carried.

Yeas: Flickinger, Hance, Moon, Jr., Sinor, Wilson, Wheeler

Nays: None

**Consideration of
Policy IV-C-16:
Extra Service
Agreements – First
Reading
(Information Only)**

Informational item. Dr. Brenda Hellyer explained the informational item on Policy IV-C-16: Extra Service Agreements – First Reading.

No vote needed.

**Motion 9712
Consideration of
Purchasing
Requests**

Motion was made by Keith Sinor, seconded by John Moon, Jr., for approval of the purchasing requests.

Purchase Request #1 -
Interlocal Agreement and Contract with
Harris Health System \$1,543,340

Purchase Request #2 -
GMP Phase IV - North campus CIT Bldg 1,441,812

Purchase Request #3 -
Amatrol Equipment 269,673

Purchase Request #4 -
Contract for Electrical Maintenance Services 200,000

Purchase Request #5 - December 2016 Graduation Event License	100,000
Purchase Request #6 - Contract for Beverage Vending and Pouring Rights	100,000
Purchase Request #7 - Renew Contract for Annual Financial Audit Services	84,000
Purchase Request #8 - Renew Contract for Consumable Welding Products	60,000
Purchase Request #9 - Method of Procurement for North Campus Central Plant	-
TOTAL OF PURCHASE REQUESTS	\$3,798,825

Motion Carried.

Yeas: Flickinger, Hance, Moon, Jr., Sinor, Wilson, Wheeler
Nays: None

**Motion 9713
Consent Agenda**

Motion was made by Dr. Ruede Wheeler, seconded by Brad Hance, to approve the consent agenda.

Motion Carried.

Yeas: Flickinger, Hance, Moon, Jr., Sinor, Wilson, Wheeler
Nays: None

Adjournment:

Meeting Adjourned at 7:39 p.m.

ADMINISTRATION RECOMMENDATION/REPORT

The Chancellor recommends that the Board of Trustees approve budget transfers for 2015-2016 which have been made in accordance with State accounting procedures.

BACKGROUND

Adoption of the budget by the Board of Trustees in August of each year serves as the authorization to expend funds for the next fiscal year. The budget is adopted by functional classification (or cost elements: Instruction, Academic Support, Student Services, Institutional Support, and Operation and Maintenance of Plant) as defined by the National Association of College and University Business Officers (NACUBO). Realizing that the budget is a viable document that reflects the evolving needs of the College in terms of meeting goals and objectives, occasional movement of budgeted funds between cost elements is desirable and warranted. The budget transfers under consideration represent previously authorized expenditures that are requested to be reclassified from one cost element to another cost element.

IMPACT OF THIS ACTION

Approval of the budget transfers will allow the College to more effectively utilize existing resources in fulfilling its instructional objectives.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This request is a reclassification of existing authorizations.

MONITORING AND REPORTING TIMELINE

None

ATTACHMENTS

Attachment 1 – Budget Transfers

RESOURCE PERSONNEL

Chet Lewis	281-998-6306	chet.lewis@sjcd.edu
Mini Izaguirre	281-998-6347	mini.izaguirre@sjcd.edu

SAN JACINTO COLLEGE DISTRICT
 Budget Transfers For The June 6, 2016 Board Meeting
 Budget Transfers Related to Fiscal Year 2015 - 16

DISTRICT	ELEMENT OF COST	DEBIT	CREDIT
	INSTRUCTION	-	-
	PUBLIC SERVICE	-	-
	ACADEMIC SUPPORT	2,373	628
	STUDENT SERVICES	1,681	-
	INSTITUTIONAL SUPPORT	362	28,099
	PHYSICAL PLANT	9,852	-
	AUXILIARY ENTERPRISES	-	-
CENTRAL	INSTRUCTION	23,426	91,611
	PUBLIC SERVICE	-	-
	ACADEMIC SUPPORT	90,700	13,545
	STUDENT SERVICES	-	2,500
	INSTITUTIONAL SUPPORT	-	-
	PHYSICAL PLANT	-	-
	AUXILIARY ENTERPRISES	-	-
NORTH	INSTRUCTION	7,647	-
	PUBLIC SERVICE	-	-
	ACADEMIC SUPPORT	15,188	1,800
	STUDENT SERVICES	-	15,000
	INSTITUTIONAL SUPPORT	-	-
	PHYSICAL PLANT	-	-
	AUXILIARY ENTERPRISES	-	-
SOUTH	INSTRUCTION	7,639	18,676
	PUBLIC SERVICE	-	-
	ACADEMIC SUPPORT	17,655	5,419
	STUDENT SERVICES	756	-
	INSTITUTIONAL SUPPORT	-	-
	PHYSICAL PLANT	-	-
	AUXILIARY ENTERPRISES	-	-
		177,279	177,279

RECOMMENDATION

Recommend Board approval of the following Affiliation Agreements:

Central Campus

Department

Respiratory Therapy Program

Affiliation Entity

University of Texas Medical Branch
at Galveston (UTMB)

Associate Degree Nursing Program

Houston Methodist Hospital

Associate Degree Nursing and Surgical
Technology, HIM Coding Program, Mental Health
Program including Licensed Chemical
Dependency Counselors, Substance Abuse
Prevention Specialist and Mental Health/
Psychiatric Technicians, Mental Health
Services Program including Licensed
Chemical Dependency Counselors,
Substance Abuse Prevention Specialist and
Mental Health/Psychiatric Technicians
(Central, North and South Campuses)

SJ Medical Center, LLC dba St.
Joseph Medical Center

South Campus

Department

Pharmacy Technician Program
(South and North Campuses)

Affiliation Entity

San Jose Clinic

North Campus

Department

Pharmacy Technician Program

Affiliation Entity

Advanced Pharmacy Inc

Medical Assistant

Dr. Calvin Lyons

Health Information Technology

Cinco Ranch Behavioral Health LLC

RATIONALE

The Affiliation Agreements were reviewed by the College’s external legal counsel.

FISCAL IMPLICATIONS TO THE COLLEGE

N/A

Item "D"
Regular Board Meeting June 6, 2016
Approval of the Affiliation Agreements

CONTACT PERSONNEL

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Laurel Williamson

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Item “E”
Regular Board Meeting June 6, 2016
Approval of the Next Regularly Scheduled Meeting

RECOMMENDATION

The next regularly scheduled meeting of the Board of Trustees will be Monday, July 11, 2016.