

***Board of Trustees
Meeting***

May 2, 2022

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

The Board of Trustees of the San Jacinto Community College District will meet for a Board workshop at 5:15 p.m., Monday, May 2, 2022, in Room 201 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

The live-stream of this meeting can be accessed as follows:

www.sanjac.edu/board-meeting-videos

The open portions of this meeting will be recorded and made available to the public on the College's website.

**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 and 551.074 of the Texas Open Meetings Act, for the following purposes:**
 - a. Legal Matters - For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized by law.
 - b. Personnel Matters - 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.
- IV. Reconvene in Open Meeting**
- V. Notification of Program Closure, AAS Automotive Collision Repair**
- VI. Update on Development of Fiscal Year 2023 Budget**
- VII. Update on Budget Requests using Bond Interest Earnings**
- VIII. Update on State and Federal Legislative Sessions**
- IX. Review of Calendar**
- X. General Discussion of Meeting Items**
 - a. Faculty Contracts
- XI. 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, 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, April 28, 2022, this notice was posted to the College’s website, on a bulletin board located at a place convenient to the public at the administrative building of the San Jacinto Community College District, 4624 Fairmont Parkway, Pasadena, Texas, 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 Community College District will meet for a regularly scheduled Board Meeting at 7:00 p.m. on Monday, May 2, 2022, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

The live-stream of this meeting can be accessed as follows:

www.sanjac.edu/board-meeting-videos

An electronic copy of the agenda packet is available on the College’s website as follows:

www.sanjac.edu/board-meeting-agendas

Members of the public who desire to address the Board must comply with the following registration procedures:

A link to a public comments form is available at: www.sanjac.edu/request-speak-to-board

The form must be completed prior to 11:00 a.m. on May 2, 2022. After completion of the form, the requestor will be contacted with further instructions. Registered participants will be allotted five minutes to address the Board of Trustees during the “Public Comment” portion of the meeting. Discussion shall be addressed to the Board Chair and the entire membership of the Board. Discussion shall be limited solely to the matter indicated on the request form. Members of the Board of Trustees and/or administration may not comment or deliberate during a public comment period at the meeting except to state that the Chancellor or designee may follow-up, when appropriate.

The open portions of this meeting will be recorded and made available to the public on the College’s website.

Any questions regarding this meeting notice can be directed to Mandi Reiland, Manager of Executive Operations for the Chancellor and Board of Trustees at mandi.reiland@sjcd.edu.

**BOARD MEETING
AGENDA**

- I. Call the Meeting to Order**
- II. Roll Call of Board Members**
- III. Moment of Silence, Invocation, and Pledge to the Flags**
- IV. Special Announcements, Recognitions, Introductions, and Presentations**
 - Recognition of the San Jacinto College Debate Team Alexander Okwonna
- V. Student Success Presentations**
 - Financial Aid & Scholarship Focus Report Teri Crawford
Robert Merino
- VI. Communications to the Board of Trustees**

VII. Public Comment

VIII. Informative Reports to the Board

- A. San Jacinto College Financial Statements
 - a. San Jacinto College Financial Statements March 2022
 - b. San Jacinto College Monthly Investment Report March 2022
- B. San Jacinto College Foundation Financial Statements
- C. Capital Improvement Program

ACTION ITEMS

- IX. Consideration of Rescission of Resolution Authorizing Delegation of Authority to the Chancellor during Altered Operations for COVID-19**
- X. Consideration of Program Closure, AAS Automotive Collision Repair**
- XI. Consideration of Approval of Policy #, Overtime/Compensatory Time - First Reading (Informational Item)**
- XII. Consideration of Approval of Policy #, Mental Health Leave for Peace Officers - First Reading (Informational Item)**

PURCHASING REQUESTS

- XIII. Consideration of Purchasing Requests**

CONSENT AGENDA

XIV. 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 April 4, 2022, Workshop and Regular Board Meeting**
- B. Approval of the Budget Transfers**
- C. Approval of Personnel Recommendations, 2021-2022 Stipends and Market Premiums Schedule, Extra Service Agreements (ESA), 2022-2023 Faculty Contract Recommendations**
- D. Approval of the Affiliation Agreements**
- E. Approval of the Next Regularly Scheduled Meeting**

XV. Items for Discussion/Possible Action

(Items removed from the Consent Agenda or items discussed in closed session, will be considered at this time)

XVI. Adjournment

Closed Session Authority

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Meetings Act) will be held by the Board at that date, 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.

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Brenda Hellyer, Ed.D.

San Jacinto College Financial Statements
March 2022

San Jacinto Community College District
Statement of Net Position
March 31,

<u>Assets</u>	<u>2022</u>	<u>2021</u>
Current assets:		
Cash and cash equivalents	\$ 115,210,287	\$ 114,907,762
Accounts receivable - taxes	5,037,790	4,476,059
Accounts receivable	15,210,016	10,866,895
Deferred charges	714,237	362,124
Inventories	550,602	366,250
Total current assets	<u>136,722,932</u>	<u>130,979,090</u>
Noncurrent assets:		
Restricted cash and cash equivalents	115,308,967	143,266,127
Capital assets, net	723,384,085	672,197,958
Total noncurrent assets	<u>838,693,052</u>	<u>815,464,085</u>
Total assets	<u>975,415,984</u>	<u>946,443,175</u>
Deferred outflows of resources:		
Deferred outflow related to pensions	16,771,450	20,383,403
Deferred outflow related to OPEB	22,616,854	17,632,637
Deferred outflow related to defeased debt	5,925,503	7,275,109
Total deferred outflows of resources	<u>45,313,807</u>	<u>45,291,149</u>
<u>Liabilities</u>		
Current liabilities:		
Accounts payable	14,205,667	16,848,723
Accrued liabilities	3,198,534	2,580,637
Accrued compensable absences and deferred compensation	2,399,843	2,741,917
Deferred revenues	547,980	565,343
Total current liabilities	<u>20,352,023</u>	<u>22,736,620</u>
Noncurrent liabilities:		
Net pension liability	46,145,705	45,813,261
Net OPEB liability	103,762,700	107,182,217
Bonds and notes payable	670,626,925	640,762,424
Total noncurrent liabilities	<u>820,535,330</u>	<u>793,757,902</u>
Total liabilities	<u>840,887,353</u>	<u>816,494,522</u>
Deferred inflows of resources:		
Deferred inflows related to pensions	7,609,539	9,070,812
Deferred inflows related to OPEB	29,602,310	26,740,139
Total deferred inflows of resources	<u>37,211,849</u>	<u>35,810,951</u>
<u>Net assets</u>		
Beginning of year - audited	84,506,750	80,169,233
Current year addition	58,123,838	59,259,618
Total net position	<u>\$ 142,630,588</u>	<u>\$ 139,428,851</u>

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Seven Months Ended March 31, 2022

11 Unrestricted Funds

	Adjusted Budget	Actual (58%)	% Actual to Adjusted Budget	3/31/21	% of 8/31/21 Actual
REVENUES:					
State Appropriations	\$ 41,307,654	\$ 21,686,520	52.50	\$ 22,098,169	52.50
Local Taxes - Maintenance & Operations	73,800,000	72,032,875	97.61	70,740,389	97.32
Credit Tuition	62,500,000	53,527,067	85.64	54,464,460	90.65
Credit Exemptions & Waivers	(9,160,000)	(7,406,019)	80.85	(7,806,467)	90.82
Continuing Education					
CPET	480,000	179,498	37.40	100,461	38.32
Maritime Transportation	1,300,000	842,021	64.77	712,426	60.91
Continuing Professional Development (CPD)	5,925,000	2,835,860	47.86	2,900,905	56.77
Continuing Education Exemptions & Waivers	(154,100)	(36,720)	23.83	(74,608)	73.66
Bad Debt	(1,400,000)	(408,960)	29.21	(1,108,333)	165.30
Sales & Services	1,625,000	1,553,160	95.58	928,187	52.50
Insurance Proceeds - Winter Storm	-	235,791	-	-	-
HEERF Revenue Recovery	8,250,000	8,073,333	97.86	-	-
Investment Income	250,000	56,391	22.56	78,262	73.44
Total	<u>184,723,554</u>	<u>153,170,817</u>	<u>82.92</u>	<u>143,033,851</u>	<u>80.14</u>
EXPENDITURES:					
Instruction	73,667,373	47,035,964	63.85	42,072,557	62.45
Public Service	23,474	7,468	31.81	3,456,114	53.36
Academic Support	16,821,955	8,987,354	53.43	7,783,562	60.01
Student Services	16,961,024	8,475,350	49.97	8,088,068	54.00
Institutional Support	48,917,425	26,122,441	53.40	23,515,195	57.67
Physical Plant	24,312,250	10,742,458	44.19	8,273,966	47.70
Winter Storm	286,128	235,791	82.41	-	-
Total	<u>180,989,629</u>	<u>101,606,826</u>	<u>56.14</u>	<u>93,189,462</u>	<u>56.64</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	3,733,925	2,464,315	66.00	2,412,507	70.44
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ 49,099,676</u>		<u>\$ 47,431,882</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Seven Months Ended March 31, 2022

Federal Restricted Funds

	Adjusted Budget	Actual (58%)	% Actual to Adjusted Budget	3/31/21	% of 8/31/21 Actual
REVENUES:					
Grants	\$ 111,548,185	\$ 67,379,656	60.40	\$ 32,405,113	54.13
Total	<u>111,548,185</u>	<u>67,379,656</u>	<u>60.40</u>	<u>32,405,113</u>	<u>54.13</u>
EXPENDITURES:					
Instruction	746,998	408,487	54.68	232,014	52.21
Public Service	353,069	107,801	30.53	141,220	61.69
Academic Support	9,237,026	2,491,445	26.97	2,229,560	47.53
Student Services	4,747,151	1,224,897	25.80	104,304	18.50
Institutional Support	35,830,368	12,085,340	33.73	483,359	14.72
Scholarships and Fellowships	59,668,235	51,064,319	85.58	29,214,927	57.65
Physcial Plant	965,337	-	-	-	-
Total	<u>111,548,185</u>	<u>67,382,288</u>	<u>60.41</u>	<u>32,405,384</u>	<u>54.11</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	(300,000)	-
Transfers Out	-	-	-	<u>300,000</u>	-
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ (2,632)</u>		<u>\$ (271)</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Seven Months Ended March 31, 2022

State Restricted Funds

	Adjusted Budget	Actual (58%)	% Actual to Adjusted Budget	3/31/21	% of 8/31/21 Actual
REVENUES:					
State Paid Benefits	\$ 11,862,735	\$ 6,829,003	57.57	\$ 6,891,563	58.25
Grants	3,957,908	2,213,497	55.93	1,958,254	82.51
Total	<u>15,820,643</u>	<u>9,042,500</u>	<u>57.16</u>	<u>8,849,817</u>	<u>62.30</u>
EXPENDITURES:					
Instruction	6,524,004	3,680,873	56.42	3,619,112	59.22
Public Service	14,549	14,549	100.00	206,755	57.79
Academic Support	1,607,875	786,721	48.93	762,665	54.86
Student Services	1,455,085	1,016,746	69.88	1,028,574	57.15
Institutional Support	3,080,338	1,484,784	48.20	1,439,543	57.57
Physical Plant	17,605	-	-	-	-
Scholarships and Fellowships	3,121,187	2,058,828	65.96	1,793,168	88.47
Total	<u>15,820,643</u>	<u>9,042,500</u>	<u>57.16</u>	<u>8,849,817</u>	<u>62.38</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 Seven Months Ended March 31, 2022

Local Restricted Funds

	<u>Adjusted Budget</u>	<u>Actual (58%)</u>	<u>% Actual to Adjusted Budget</u>	<u>3/31/21</u>	<u>% of 8/31/21 Actual</u>
REVENUES:					
Local Grants	\$ 7,925,010	\$ 2,950,675	37.23	\$ 1,229,376	37.16
Total	<u>7,925,010</u>	<u>2,950,675</u>	<u>37.23</u>	<u>1,229,376</u>	<u>37.16</u>
EXPENDITURES:					
Instruction	91,383	87,959	96.25	-	-
Public Service	205,089	105,850	51.61	89,939	56.69
Academic Support	496,897	326,447	65.70	258,843	68.72
Student Services	62,924	19,126	30.40	7,627	61.12
Institutional Support	26,446	6,664	25.20	3,567	10.46
Scholarships and Fellowships	7,258,772	2,507,392	34.54	935,773	35.12
Physical Plant	<u>250,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>8,391,510</u>	<u>3,053,436</u>	<u>36.39</u>	<u>1,295,749</u>	<u>39.92</u>
TRANSFERS AMONG FUNDS:					
Transfers In	(466,500)	(105,415)	22.60	(84,857)	55.36
Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ 2,654</u>		<u>\$ 18,484</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Seven Months Ended March 31, 2022

27 Texas Public Education Grant

	Adjusted Budget	Actual (58%)	% Actual to Adjusted Budget	3/31/21	% of 8/31/21 Actual
REVENUES:					
Tuition - Credit & Non Credit	\$ 2,900,000	\$ 2,568,211	88.56	\$ 2,576,563	89.30
Total	<u>2,900,000</u>	<u>2,568,211</u>	<u>88.56</u>	<u>2,576,563</u>	<u>89.30</u>
EXPENDITURES:					
Scholarships and Fellowships	<u>2,900,000</u>	<u>3,033,189</u>	<u>104.59</u>	<u>2,623,785</u>	<u>83.16</u>
Total	<u>2,900,000</u>	<u>3,033,189</u>	<u>104.59</u>	<u>2,623,785</u>	<u>83.16</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>\$ (464,978)</u>		<u>\$ (47,222)</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Seven Months Ended March 31, 2022

28 Private Gifts and Donations

	<u>Adjusted Budget</u>	<u>Actual (58%)</u>	<u>% Actual to Adjusted Budget</u>	<u>3/31/21</u>	<u>% of 8/31/21 Actual</u>
REVENUES:					
Sales & Service	\$ -	\$ 1,734	-	\$ 25,284	100.00
Total	-	1,734	-	25,284	100.00
EXPENDITURES:					
Instruction	-	9,395	-	9,230	34.83
Scholarships and Fellowships	-	-	-	-	-
Total	-	9,395	-	9,230	34.83
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ (7,661)</u>		<u>\$ 16,054</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Seven Months Ended March 31, 2022

Auxiliary Enterprises

	<u>Adjusted Budget</u>	<u>Actual (58%)</u>	<u>% Actual to Adjusted Budget</u>	<u>3/31/21</u>	<u>% of 8/31/21 Actual</u>
REVENUES:					
Auxiliary Services	\$ 2,865,500	\$ 1,580,128	55.14	1,215,204	60.23
Total	<u>2,865,500</u>	<u>1,580,128</u>	<u>55.14</u>	<u>1,215,204</u>	<u>60.23</u>
EXPENDITURES:					
Labor	468,721	313,986	66.99	91,612	44.50
Benefits	93,263	64,942	69.63	196,887	342.78
Supplies	613,347	267,477	43.61	51,502	39.95
Travel	193,217	81,015	41.93	49,109	24.58
Contracted Services	259,987	124,933	48.05	26,618	38.94
Capital Outlay	-	-	-	7,107	-
Scholarships and Fellowships	1,059,865	736,804	69.52	786,437	66.09
Utilities	200	-	-	-	-
Total	<u>2,688,600</u>	<u>1,589,158</u>	<u>59.11</u>	<u>1,209,272</u>	<u>64.89</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	<u>\$ 176,900</u>	<u>\$ (9,030)</u>		<u>\$ 5,932</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Seven Months Ended March 31, 2022

95 Retirement of Indebtedness

	Adjusted Budget	Actual (58%)	% Actual to Adjusted Budget	3/31/21	% of 8/31/21 Actual
REVENUES:					
Investment Income	\$ -	\$ 5,198	-	\$ 4,361	49.93
Local Taxes - Debt Service	<u>36,056,758</u>	<u>35,183,474</u>	<u>97.58</u>	<u>36,414,565</u>	<u>97.35</u>
Total	<u>36,056,758</u>	<u>35,188,672</u>	<u>97.59</u>	<u>36,418,926</u>	<u>97.34</u>
EXPENDITURES:					
Institutional Support - Principal	12,703,426	12,703,426	100.00	15,980,930	100.00
Institutional Support - Interest	<u>26,620,757</u>	<u>15,060,168</u>	<u>56.57</u>	<u>14,795,429</u>	<u>64.89</u>
Total	<u>39,324,183</u>	<u>27,763,594</u>	<u>70.60</u>	<u>30,776,359</u>	<u>79.35</u>
TRANSFERS AMONG FUNDS:					
Transfers In	(3,267,425)	(2,358,900)	72.19	(2,327,650)	71.15
Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Adjustment for Debt Principal Payment ¹	<u>(12,703,426)</u>	<u>(12,703,426)</u>	<u>100.00</u>	<u>(15,980,930)</u>	<u>100.00</u>
Net Increase (Decrease) in Net Position	<u>\$ 12,703,426</u>	<u>\$ 22,487,404</u>		<u>\$ 23,951,147</u>	

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Per government accounting practices, principal payments included in the expenditure line items above are subsequently deducted from total year-to-date expenditures and reclassified as a reduction to the appropriate liability line item on the Statement of Net Position.

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Seven Months Ended March 31, 2022

97 Investment in Plant

	<u>Adjusted Budget</u>	<u>Actual (58%)</u>	<u>% Actual to Adjusted Budget</u>	<u>3/31/21</u>	<u>% of 8/31/21 Actual</u>
EXPENDITURES:					
Depreciation	\$ 22,600,000	\$ 13,590,367	60.13	\$ 12,538,961	57.75
Total	<u>22,600,000</u>	<u>13,590,367</u>	<u>60.13</u>	<u>12,538,961</u>	<u>57.75</u>
Adjustment for Capital Purchases ¹	<u>(1,794,480)</u>	<u>(551,928)</u>	<u>30.76</u>	<u>(348,766)</u>	<u>45.26</u>
TRANSFERS AMONG FUNDS:					
Transfers In	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ (20,805,520)</u>	<u>\$ (13,038,439)</u>		<u>\$ (12,190,195)</u>	

¹ Per government accounting practices, capital purchases included in the expenditure line items for fund type 11, federal and state restricted funds, and auxiliary funds are subsequently deducted from total year-to-date expenditures and reclassified as an increase to the appropriate asset line item on the Statement of Net Position.

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Seven Months Ended March 31, 2022

Consolidated -All Funds
(Not Including Capital Improvement Program)

	Adjusted Budget	Actual (58%)	% Actual to Adjusted Budget	3/31/21	% of 8/31/21 Actual
REVENUES:					
State Appropriations	\$ 53,170,389	\$ 28,515,523	53.63	\$ 28,989,732	53.76
Local Taxes - Maintenance & Operations	73,800,000	72,032,875	97.61	70,740,389	97.32
Local Taxes - Debt Service	36,056,758	35,183,474	97.58	36,414,565	97.35
Credit Tuition	65,400,000	56,095,278	85.77	57,041,023	90.59
Credit Exemptions & Waivers	(9,160,000)	(7,406,019)	80.85	(7,806,467)	90.82
Continuing Education					
CPET	480,000	179,498	37.40	100,461	38.32
Maritime Transportation	1,300,000	842,021	64.77	712,426	60.91
Continuing Professional Development	5,925,000	2,835,860	47.86	2,900,905	56.77
Continuing Education Exemptions & Waivers	(154,100)	(36,720)	23.83	(74,608)	73.66
Bad Debt	(1,400,000)	(408,960)	29.21	(1,108,333)	165.30
Sales & Services	1,625,000	1,554,894	95.69	953,471	53.17
Insurance Proceeds - Winter Storm	-	235,791	-	-	-
Investment Income	250,000	61,589	24.64	82,623	71.66
Investment Income - San Jac Tomorrow Program	-	56,843	-	73,807	69.13
HEERF Revenue Recovery	8,250,000	8,073,333	97.86	-	-
Auxiliary Services	2,865,500	1,580,128	55.14	1,215,204	60.23
Grants	115,506,092	69,593,153	60.25	34,363,367	55.22
Local Grants	7,925,010	2,950,675	37.23	1,229,376	37.16
Total	<u>361,839,649</u>	<u>271,939,237</u>	<u>75.15</u>	<u>225,827,941</u>	<u>75.71</u>
EXPENDITURES:					
Instruction	81,029,757	51,222,678	63.21	45,932,913	62.11
Public Service	596,181	235,667	39.53	3,894,028	53.91
Academic Support	28,163,752	12,591,966	44.71	11,034,630	56.80
Student Services	23,226,184	10,736,118	46.22	9,228,573	53.18
Institutional Support	127,178,759	67,462,823	53.05	56,218,023	65.85
Physical Plant	25,545,193	10,742,458	42.05	8,273,966	47.70
Winter Storm	286,128	235,791	82.41	-	-
Scholarships and Fellowships	72,948,194	58,663,728	80.42	34,567,653	59.07
Auxiliary Enterprises	2,688,600	1,589,158	59.11	1,209,272	64.89
Depreciation	22,600,000	13,590,367	60.13	12,538,961	57.75
Total	<u>384,262,749</u>	<u>227,070,753</u>	<u>59.09</u>	<u>182,898,019</u>	<u>59.50</u>
TRANSFERS AMONG FUNDS:					
Transfers In	(3,733,925)	(2,464,315)	66.00	(2,712,507)	79.20
Transfers Out	3,733,925	2,464,315	66.00	2,712,507	79.20
Adjustment for Debt Principal Payment ¹	(12,703,426)	(12,703,426)	100.00	(15,980,930)	100.00
Adjustment for Capital Purchases ¹	(1,794,480)	(551,928)	30.76	(348,766)	45.26
Net Increase (Decrease) in Net Position	<u>\$ (7,925,194)</u>	<u>\$ 58,123,838</u>		<u>\$ 59,259,618</u>	

¹ Per government accounting practices, capital purchases and principal payments included in the expenditure line items above are subsequently deducted from total year-to-date expenditures and reclassified as an increase or reduction to the appropriate asset or liability line item on the Statement of Net Position.

Capital Improvement Program

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Seven Months Ended March 31, 2022

91 Capital Projects

	<u>Adjusted Budget</u>	<u>Actual (58%)</u>	<u>% Actual to Adjusted Budget</u>	<u>3/31/21</u>	<u>% of 8/31/21 Actual</u>
REVENUES:					
Investment Income	\$ -	\$ 56,843	-	\$ 73,807	69.13
Total	<u>-</u>	<u>56,843</u>	<u>-</u>	<u>73,807</u>	<u>69.13</u>
EXPENDITURES:					
SECO-Energy Conservation Projects	4,625,573	760,735	16.45	-	-
Bond Programs	<u>121,651,763</u>	<u>25,360,907</u>	<u>20.85</u>	<u>43,058,414</u>	<u>50.44</u>
Total	<u>126,277,336</u>	<u>26,121,642</u>	<u>20.69</u>	<u>43,058,414</u>	<u>50.44</u>
Net Increase (Decrease) in Net Position	<u>\$ (126,277,336)</u>	<u>\$ (26,064,799)</u>		<u>\$ (42,984,607)</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Seven Months Ended March 31, 2022

93 Generation Park Clear Lake Land Proceeds

	Adjusted Budget	Actual (58%)	% Actual to Adjusted Budget	3/31/21	% of 8/31/21 Actual
REVENUES:					
Land Sale Proceeds	\$ -	\$ -	-	\$ -	-
Total	-	-	-	-	-
EXPENDITURES:					
Generation Park	19,018	19,018	100.00	73,170	74.62
Total	19,018	19,018	100.00	73,170	74.62
TRANSFERS AMONG FUNDS:					
Transfers In	-	-		-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	<u>\$ (19,018)</u>	<u>\$ (19,018)</u>		<u>\$ (73,170)</u>	

San Jacinto College Financial Statements
Monthly Investment Report
March 2022

SAN JACINTO COMMUNITY COLLEGE DISTRICT
Cash, Cash Equivalents, and Investments
Portfolio Summary Report
Period Ending March 31, 2022

		<u>Fair Value</u>	<u>Book Value</u>
Beginning Value	March 1, 2022	\$ 240,600,508	\$ 240,600,508
Additions/Subtractions (Net)		(10,081,255)	(10,081,255)
Change in Fair Value*		-	-
Ending Value	March 31, 2022	<u>\$ 230,519,253</u>	<u>\$ 230,519,253</u>

Earnings for the Month of March	\$	48,724
Weighted Average Maturity at Ending Period Date (Days)		1.00
Weighted Average Earnings Rate		0.2482%
Benchmark - One Year Treasury Yield		1.6300%

*On investments held to term, it is the policy of San Jacinto College to hold investments to maturity thus mitigating the impact of market losses.

The investment portfolio is in compliance with the Public Funds Investment Act and the College's Investment Policy.

Prepared by:



 Carol Tillman
 Assistant Comptroller

Reviewed by:

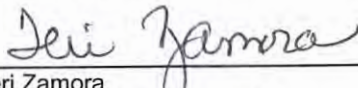


 Andrea DuBois
 Comptroller



 Carin Hutchins
 Associate Vice Chancellor of Finance

Approved by:



 Teri Zamora
 Vice Chancellor of Fiscal Affairs

SAN JACINTO COMMUNITY COLLEGE DISTRICT
Cash, Cash Equivalents, and Investments
Weighted Average to Maturity
March 31, 2022

Description	Held At	Annualized Interest Rate	Purchase Date	Maturity	Par	Fair Value	Book Value	% of Total Portfolio	Days to Maturity	Weighted Avg. Mat.
Short-Term Investments - Cash & Cash Equivalents										
Credit Cards in Transit	Heartland	N/A	N/A	04/01/22	\$	6,052	6,052	0.00%	1	0.00
JPMorgan Accounts Payable Disbursements	JPMorgan Chase Bank	N/A	N/A	04/01/22	N/A	(1,336,055)	(1,336,055)	-0.58%	1	-0.01
JPMorgan Operating	JPMorgan Chase Bank	N/A	N/A	04/01/22	N/A	2,753,637	2,753,637	1.19%	1	0.01
JPMorgan Payroll	JPMorgan Chase Bank	N/A	N/A	04/01/22	N/A	(36,827)	(36,827)	-0.02%	1	0.00
JPMorgan Worker's Comp	JPMorgan Chase Bank	N/A	N/A	04/01/22	N/A	(943)	(943)	0.00%	1	0.00
Petty Cash	Campus Business Offices	N/A	N/A	04/01/22	N/A	17,577	17,577	0.01%	1	0.00
East West MM Operating Account	East West Bank	0.0500%	N/A	04/01/22	N/A	30,033,898	30,033,898	13.03%	1	0.13
LSJP Corporate Overnight Plus Fund - Operating Funds	Lone Star Investment Pool	0.2782%	N/A	04/01/22	N/A	86,994,435	86,994,435	37.74%	1	0.38
TexPool - Operating	TexPool	0.1536%	N/A	04/01/22	N/A	84,456	84,456	0.04%	1	0.00
Restricted - Cash & Cash Equivalents										
LSJP Corporate Overnight Plus Fund - 2008 GOB Bond Proceeds	Lone Star Investment Pool	0.2782%	N/A	04/01/22	N/A	1,079,205	1,079,205	0.47%	1	0.00
LSJP Corporate Overnight Plus Fund - GOB Debt Service	Lone Star Investment Pool	0.2782%	N/A	04/01/22	N/A	10,671,159	10,671,159	4.63%	1	0.05
LSJP Corporate Overnight Plus Fund - 2004 Bond Earnings	Lone Star Investment Pool	0.2782%	N/A	04/01/22	N/A	811,518	811,518	0.35%	1	0.00
LSJP Corporate Overnight Plus Fund - 2007 Bond Earnings	Lone Star Investment Pool	0.2782%	N/A	04/01/22	N/A	179,302	179,302	0.08%	1	0.00
LSJP Corporate Overnight Plus Fund - 2008 Bond Earnings	Lone Star Investment Pool	0.2782%	N/A	04/01/22	N/A	845,838	845,838	0.37%	1	0.00
LSJP Corporate Overnight Plus Fund - 2009 Bond Earnings	Lone Star Investment Pool	0.2782%	N/A	04/01/22	N/A	1,565,612	1,565,612	0.68%	1	0.01
LSJP Corporate Overnight Plus Fund - 2011 Bond Earnings	Lone Star Investment Pool	0.2782%	N/A	04/01/22	N/A	924,544	924,544	0.40%	1	0.00
LSJP Corporate Overnight Plus Fund - 2022 Bond Proceeds	Lone Star Investment Pool	0.2782%	N/A	04/01/22	N/A	40,012,371	40,012,371	17.36%	1	0.17
TexPool PRIME - 2019 Bond Proceeds	TexPool	0.2716%	N/A	04/01/22	N/A	-	-	0.00%	1	0.00
TexPool PRIME - 2021 Bond Proceeds	TexPool	0.2716%	N/A	04/01/22	N/A	55,913,474	55,913,474	24.26%	1	0.24
Grand Total Short-Term Investments and Cash & Cash Equivalents										
				\$	N/A	\$ 230,519,253	\$ 230,519,253	100.00%		1.00

Weighted Average to Maturity at Ending Period Date (Days)

ACFR	Weighted Average to Maturity at Ending Period Date (Days)
Note 4	\$ 17,577
86.36%	Petty cash on hand
13.03%	Investment pools
0.61%	Money market
0.00%	Bank deposits - demand deposits
0.00%	U. S. government securities and municipal bonds
0.00%	Accrued earnings
<u>100.00%</u>	<u>230,519,253</u>
	Total cash, cash equivalents, and investments
	<u>1.00</u>

SAN JACINTO COMMUNITY COLLEGE DISTRICT
Cash, Cash Equivalents, and Investments
Inventory Holdings Report
March 31, 2022

Description	Held At	Annualized Interest Rate	Maturity	Par	2/28/2022		3/31/2022		Change in Fair Value For the Month	March Earnings	September through March Earnings
					Ending Fair Value	Book Value	Ending Fair Value	Book Value			
Short-Term Investments - Unrestricted Funds											
Demand Deposits											
Credit Cards in Transit											
JP Morgan Accounts Payable Disbursements	Heartland	N/A	04/01/22	\$	(16,871)	\$	6,052	\$	22,923	N/A	N/A
JP Morgan Operating	JP Morgan Chase Bank	N/A	04/01/22	\$	(794,797)	\$	(1,336,055)	\$	(541,258)	N/A	N/A
JP Morgan Payroll	JP Morgan Chase Bank	N/A	04/01/22	\$	4,137,046	\$	2,753,637	\$	(1,383,409)	N/A	N/A
JP Morgan Worker's Comp	JP Morgan Chase Bank	N/A	04/01/22	\$	(39,614)	\$	(36,827)	\$	2,787	N/A	N/A
Petty Cash	JP Morgan Chase Bank	N/A	04/01/22	\$	(2,390)	\$	(943)	\$	1,447	N/A	N/A
Sub Total Demand Deposits	Campus Business Offices	N/A	04/01/22	\$	19,167	\$	17,577	\$	(1,590)	N/A	N/A
				\$	3,302,541	\$	1,403,441	\$	(1,899,100)		
Money Market Accounts											
East West IMM Operating Account	East West Bank	0.0500%	04/01/22	\$	30,032,751	\$	30,033,898	\$	1,147	\$	7,849
Sub Total Money Market Accounts				\$	30,032,751	\$	30,033,898	\$	1,147	\$	7,849
Pool Accounts											
TexPool - Operating	TexPool	0.1536%	04/01/22	\$	326,374	\$	84,456	\$	(241,918)	\$	131
LSIP Corporate Overnight Plus Fund- Operating Funds	Lone Star Investment Pool	0.2782%	04/01/22	\$	92,844,409	\$	86,994,435	\$	(5,849,974)	\$	48,339
Sub Total Pool Accounts				\$	93,170,783	\$	87,078,891	\$	(6,091,892)	\$	48,543
				\$	126,506,075	\$	118,516,230	\$	(7,989,845)	\$	56,392
Short-Term Investments - Unrestricted Funds											
Short-Term Investments - Restricted (Bond) Funds											
Pool Accounts											
LSIP Corporate Overnight Plus Fund - 2008 GOB Bond Proceeds	Lone Star Investment Pool	0.2782%	04/01/22	\$	1,215,124	\$	1,079,205	\$	(135,919)	\$	274
LSIP Corporate Overnight Plus Fund - GOB Debt Service	Lone Star Investment Pool	0.2782%	04/01/22	\$	8,711,465	\$	10,671,159	\$	1,959,694	\$	5,199
LSIP Corporate Overnight Plus Fund - 2004 Bond Earnings	Lone Star Investment Pool	0.2782%	04/01/22	\$	811,326	\$	811,518	\$	192	\$	542
LSIP Corporate Overnight Plus Fund - 2007 Bond Earnings	Lone Star Investment Pool	0.2782%	04/01/22	\$	179,259	\$	179,302	\$	43	\$	120
LSIP Corporate Overnight Plus Fund - 2008 Bond Earnings	Lone Star Investment Pool	0.2782%	04/01/22	\$	845,639	\$	845,838	\$	199	\$	564
LSIP Corporate Overnight Plus Fund - 2009 Bond Earnings	Lone Star Investment Pool	0.2782%	04/01/22	\$	1,565,242	\$	1,565,612	\$	370	\$	1,044
LSIP Corporate Overnight Plus Fund - 2011 Bond Earnings	Lone Star Investment Pool	0.2782%	04/01/22	\$	924,544	\$	924,544	\$	218	\$	617
LSIP Corporate Overnight Plus Fund - 2022 Bond Proceeds	Lone Star Investment Pool	0.2716%	04/01/22	\$	40,002,918	\$	40,012,371	\$	9,453	\$	11,371
TexPool PRIME - 2019 Bond Proceeds	TexPool	0.2716%	04/01/22	\$	59,839,134	\$	55,913,474	\$	(3,925,660)	\$	8
Sub Total Pool Accounts	TexPool			\$	114,094,433	\$	112,003,023	\$	(2,091,410)	\$	41,674
				\$	114,094,433	\$	112,003,023	\$	(2,091,410)	\$	62,040
Sub Total - Short Term Investments - Restricted (Bond) Funds											
				\$	240,600,508	\$	230,519,253	\$	(10,081,255)	\$	118,432
Grand Total											
				\$	303,302,751	\$	300,333,898	\$	(2,968,853)	\$	118,432

San Jacinto College Foundation
Statement of Financial Position
As of March 31, 2022

ASSETS	Current Year			Previous Year			Difference		
	Foundation	Student Success Fund	Total	Foundation	Student Success Fund	Total	Foundation	Student Success Fund	Total
Current Assets									
Checking/Savings	\$2,129,015	-	\$2,129,015	\$2,195,068	-	\$2,195,068	(66,053)	-	(\$66,053)
General Fund	-	-	-	-	-	-	-	-	-
Other Funds	-	-	-	-	-	-	-	-	-
Total Checking/Savings	2,129,015	-	2,129,015	2,195,068	-	2,195,068	(66,053)	-	(66,053)
Accounts Receivables	3,064,710	-	3,064,710	3,676,500	-	3,676,500	(611,790)	-	(611,790)
Other Current Assets	-	-	-	-	-	-	-	-	-
Short Term Investments	-	-	-	-	-	-	-	-	-
Goldman Sachs - SS2 (Endowed)	-	19,059,283	19,059,283	-	-	-	-	19,059,283	19,059,283
Goldman Sachs - SSF (Non-Endowed)	-	8,927,984	8,927,984	-	-	-	-	8,927,984	8,927,984
Goldman Sachs - FDN	14,896,892	-	14,896,892	13,266,469	-	13,266,469	1,630,423	-	1,630,423
Total SJC Short Term Investments	14,896,892	27,987,268	42,884,160	13,266,469	-	13,266,469	1,630,423	27,987,268	29,617,691
Total Current Assets	20,090,618	27,987,268	48,077,885	19,138,037	-	19,138,037	952,581	27,987,268	28,939,848
TOTAL ASSETS	20,090,618	27,987,268	48,077,885	19,138,037	-	19,138,037	952,581	27,987,268	28,939,848
LIABILITIES & NET ASSETS									
Liabilities									
Current Liabilities									
Accounts Payable	-	-	-	-	-	-	-	-	-
Grants Payable	34,676	-	34,676	31,888	-	31,888	2,788	-	2,788
Programs Payable	33,930	-	33,930	12,567	-	12,567	21,364	-	21,364
Endowments Payable	89,321	-	89,321	115,812	-	115,812	(26,491)	-	(26,491)
Scholarship Payables	385,848	626,265	1,012,114	250,899	-	250,899	134,950	626,265	761,215
Student Success Payables	112,584	-	112,584	118,715	-	118,715	(6,131)	-	(6,131)
Total Accounts Payable	656,359	626,265	1,282,625	529,881	-	529,881	126,479	626,265	752,744
Total Current Liabilities	656,359	626,265	1,282,625	529,881	-	529,881	126,479	626,265	752,744
Total Liabilities	656,359	626,265	1,282,625	529,881	-	529,881	126,479	626,265	752,744
NET ASSETS									
Net Assets Without Donor Restrictions	4,098,531	30,626,519	34,725,050	4,014,275	-	4,014,275	84,256	30,626,519	30,710,775
Net Assets With Donor Restrictions	15,335,322	-	15,335,322	14,052,247	-	14,052,247	1,283,075	-	1,283,075
Net Assets	19,433,852	30,626,519	50,060,371	18,066,522	-	18,066,522	1,493,809	31,252,784	32,746,594
Net Income	(625,859)	(2,639,252)	(3,265,111)	541,634	-	541,634	(1,167,494)	(2,639,252)	(3,806,745)
Total Net Assets	18,807,993	27,361,002	46,795,260	18,608,156	-	18,608,156	199,837	27,361,002	28,187,104
TOTAL LIABILITIES & NET ASSETS	\$19,464,352	\$27,987,268	\$48,077,885	\$19,138,037	-	\$19,138,037	326,316	\$27,987,268	\$28,939,848

San Jacinto College Foundation

Statement of Activities

For the Period Ending March 31, 2022

	Current Year			Previous Year			Difference			Actual % of Annual Budget
	Foundation	Student Success Fund	Total	Foundation	Student Success Fund	Total	Foundation	Student Success Fund	Total	
Ordinary Income/Expense										
Income										
Contributions										
Grant Contributions	-	-	38,500	38,500	-	38,500	(38,500)	-	(38,500)	0%
Endowments	62,740	-	62,740	64,789	-	64,789	(2,050)	-	(2,050)	84%
Program Sponsorship	213,651	-	213,651	106,841	-	106,841	106,810	-	106,810	78%
Scholarships	593,287	-	593,287	232,281	-	232,281	361,006	-	361,006	148%
Total Contributions	869,677	-	869,677	442,411	-	442,411	427,266	-	427,266	103%
Other Income										
Special Events	167,125	-	167,125	4,562	-	4,562	162,563	-	162,563	90%
Investment Income	333,558	455,913	789,471	191,443	-	191,443	142,116	455,913	598,029	56%
Realized Gain / (Loss)	43,300	(11,640)	31,660	26,561	-	26,561	5,099	(11,640)	5,099	-
Unrealized Gain / (Loss)	(706,090)	(1,825,917)	(2,532,007)	1,118,938	-	1,118,938	(3,650,945)	(1,825,917)	(3,650,945)	-
Total Other Income	(162,107)	(1,381,644)	(1,543,750)	1,341,503	-	1,341,503	(3,341,167)	(1,381,644)	(2,885,253)	-21%
Total Income	707,571	(1,381,644)	(674,073)	1,783,914	-	1,783,914	(2,913,900)	(1,381,644)	(2,457,987)	43%
Expense										
Programs										
Scholarships Awarded - SSF		1,257,608	1,257,608					(1,257,608)	(1,257,608)	145%
Scholarships Awarded - FND	1,156,709	-	1,156,709	717,255	-	717,255	(439,454)	-	(439,454)	17%
Programs Sponsored	99,206	-	99,206	446,629	-	446,629	347,424	-	347,424	34%
Student Success Initiatives	50,629	-	50,629	60,786	-	60,786	10,157	-	10,157	84%
Total Programs	1,306,543	1,257,608	2,564,151	1,224,670	-	1,224,670	(81,873)	(1,257,608)	(1,339,481)	
Supporting Services										
Bad Debt Expense	-	-	-	-	-	-	-	-	-	0%
Supporting Services										
Foundation Expenses	19,874	-	19,874	12,410	-	12,410	(7,464)	-	(7,464)	23%
Fundraising Expenses	3,813	-	3,813	-	-	-	(3,813)	-	(3,813)	4%
Sponsorship Expense	3,200	-	3,200	5,200	-	5,200	2,000	-	2,000	64%
Total Supporting Services	26,887	-	26,887	17,610	-	17,610	(9,277)	-	(9,277)	15%
Total Expense	1,333,430	1,257,608	2,591,038	1,242,280	-	1,242,280	(91,150)	(1,257,608)	(1,348,758)	77%
Net Ordinary Income	(625,859)	(2,639,252)	(3,265,111)	541,634	-	541,634	(1,167,494)	(2,639,252)	(3,806,745)	
Other Income / Expenses										
Increase/Decrease in Net Position	(625,859)	(2,639,252)	(3,265,111)	541,634	-	541,634	(1,167,494)	(2,639,252)	(3,806,745)	

2008 Bond Program

Report as of March 31, 2022

Project	Base Budget	Budget Adjustments	Current Budget	Program Management Fees	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
Central									
721919 - CC Install Backup Chiller C26	-	252,000	252,000	-	252,000	215,380	11,910	24,710	90.19%
Sub-total	-	252,000	252,000	-	252,000	215,380	11,910	24,710	90.19%
North									
Sub-total	-	-	-	-	-	-	-	-	-
South									
Sub-total	-	-	-	-	-	-	-	-	-
District									
720100 - Program Management	-	9,605,947	9,605,947	(9,605,947)	-	-	-	-	-
726800 - Contingency	14,626,260	(14,599,324)	26,936	-	26,936	-	-	26,936	-
726907 - Wayfinding Signage	50,000	684,347	734,347	10,924	745,271	6,435	678,191	60,645	91.86%
726923 - Replace HVAC, A1	-	776,250	776,250	-	776,250	724,458	32,467	19,325	97.51%
Sub-total	14,676,260	(3,532,780)	11,143,480	(9,595,023)	1,548,457	730,893	710,658	106,906	93.10%
2008 Contingency Supplemental Projects									
Sub-total	-	-	-	-	-	-	-	-	-
Supplemental Projects closed									
Sub-total	-	4,504,567	4,504,567	-	4,504,567	-	4,504,567	-	100.00%
Projects closed									
Sub-total	280,323,740	(1,223,787)	279,099,953	9,595,023	288,694,976	-	288,694,976	-	100.00%
TOTALS	295,000,000	-	295,000,000	-	295,000,000	946,273	293,922,111	131,616	99.96%

2015 Bond Program

Report as of March 31, 2022

Project	Base Budget	Budget Adjustments	Current Budget	Program Management Fees	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
Central									
731601 - CC Petrochemical Center	52,450,000	(3,424,456)	49,025,544	2,154,564	51,180,108	-	51,180,108	-	100.00%
71601A - CC Petrochem Process Plant	-	6,349,985	6,349,985	278,392	6,628,377	-	6,628,377	-	100.00%
71601B - CC Petrochem Extended Site Development	-	6,680,911	6,680,911	306,053	6,986,964	45,188	6,631,981	309,795	95.57%
731602 - CC Welcome Center	16,600,000	1,291,796	17,891,796	578,549	18,470,345	-	18,470,345	-	100.00%
71602A - CC Welcome Center Site Development	-	2,656,100	2,656,100	93,900	2,750,000	397,273	1,353,512	999,215	63.66%
731603 - CC Class Room Building	47,155,000	7,195,219	54,350,219	1,788,440	56,138,659	6,328,099	43,210,043	6,600,517	88.24%
731604 - CC Central Data Closets	2,444,000	(1,294,164)	1,149,836	37,896	1,187,732	-	1,187,732	-	100.00%
731605 - CC Central Access Security	1,852,000	(404,840)	1,447,160	53,222	1,500,382	6,657	1,254,085	239,640	84.03%
731606 - CC Frels Renovation	1,153,000	2,757,810	3,910,810	130,929	4,041,739	-	4,040,510	1,229	99.97%
731607 - CC Davison Building Renovation	14,970,000	(4,787,356)	10,182,644	329,015	10,511,659	27,259	10,424,940	59,460	99.43%
731608 - CC McCollum Center Reno Phase I	24,685,000	(13,253,702)	11,431,298	369,361	11,800,659	323,560	11,440,559	36,540	99.69%
71608A - CC McCollum Center Reno Phase II	-	8,483,421	8,483,421	338,733	8,822,154	272,588	7,685,980	863,586	90.21%
731609 - CC McCollum North Renovation	2,535,000	(598,971)	1,936,029	62,556	1,998,585	-	132,013	1,866,572	6.61%
731610 - CC Ball Demolition	1,725,000	(127,112)	1,597,888	51,669	1,649,557	-	1,649,557	-	100.00%
731611 - CC Anderson Demolition	2,654,000	(301,221)	2,352,779	76,021	2,428,800	-	2,428,800	-	100.00%
731612 - CC Stadium and Track Demolition	174,000	(109,420)	64,580	2,087	66,667	-	66,667	-	100.00%
731613 - CC Central DDC Network	1,160,000	356,233	1,516,233	48,992	1,565,225	36,762	1,512,515	15,948	98.98%
731614 - CC Central Plant Upgrades	1,160,000	64,094	1,224,094	39,576	1,263,670	-	1,263,670	-	100.00%
Sub-total	170,717,000	11,534,327	182,251,327	6,739,955	188,991,282	7,437,386	170,561,394	10,992,502	94.18%
North									
732601 - NC Cosmetology & Culinary Center	22,845,000	(116,422)	22,728,578	736,359	23,464,937	-	23,464,937	-	100.00%
732602 - NC North Data Closets	915,000	(263,487)	651,513	21,051	672,564	-	672,564	-	100.00%
732604 - NC Lehr Library Demolition	650,000	(434,125)	215,875	6,979	222,854	-	222,854	-	100.00%
732605 - NC North Access/Security	877,000	(160,040)	716,960	25,266	742,226	2,250	545,549	194,427	73.80%
732606 - NC Wheeler Renovation	14,300,000	(2,634,938)	11,665,062	386,607	12,051,669	59,246	9,689,812	2,302,611	80.89%
732607 - NC Brightwell Renovation	6,628,000	1,176,926	7,804,926	252,188	8,057,114	39,520	6,531,817	1,485,777	81.56%
732608 - NC Spencer Renovation	13,000,000	(2,130,019)	10,869,981	351,392	11,221,373	3,600	9,333,630	1,884,143	83.21%
732609 - NC North DDC Network	580,000	178,117	758,117	24,496	782,613	1,490	757,149	23,974	96.94%
732610 - NC Underground Utility Tunnel	11,600,000	(7,710,815)	3,889,185	127,254	4,016,439	-	4,016,439	-	100.00%
732611 - NC 24 Acres Wetlands Mitigation	2,000,000	(2,000,000)	-	-	-	-	-	-	-
732612 - NC Uvalde Expansion	5,000,000	(5,000,000)	-	-	-	-	-	-	-
732613 - NC Burselson Renovation	-	3,475,381	3,475,381	114,623	3,590,004	-	3,422,008	167,996	95.32%
Sub-total	78,395,000	(15,619,422)	62,775,578	2,046,215	64,821,793	106,105	58,656,759	6,058,929	90.65%
South									
733601 - SC Engineering & Technology Center	28,400,000	(7,096,179)	21,303,821	691,395	21,995,216	-	21,995,216	-	100.00%
733602 - SC Cosmetology Center	16,213,000	(1,400,208)	14,812,792	478,621	15,291,413	-	15,224,309	67,104	99.56%
733603 - SC Longenecker Renovation	22,555,000	(2,602,250)	19,952,750	651,162	20,603,912	3,729	19,713,278	886,905	95.70%
733604 - SC South Data Closets	765,000	(157,055)	607,945	19,704	627,649	-	627,649	-	100.00%
733605 - SC South Primary Electrical Upgrade	5,800,000	966,625	6,766,625	218,639	6,985,264	66,259	3,036,708	3,882,297	44.42%
733606 - SC South Access/ Security	599,000	128,994	727,994	24,330	752,324	1,875	721,555	28,894	96.16%
733607 - SC South HW/CW Relocation	10,266,000	(6,914,146)	3,351,854	108,303	3,460,157	-	3,460,157	-	100.00%
733608 - SC Domestic Water System Rehabilitation	1,160,000	823,696	1,983,696	64,096	2,047,792	79,847	1,027,341	940,604	54.07%
733609 - SC Fire House Expansion	5,585,000	(5,585,000)	-	-	-	-	-	-	-
733610 - SC Jones Renovation	13,803,000	4,348,177	18,151,177	605,876	18,757,053	2,456,547	14,161,035	2,139,471	88.59%
73610A - SC Jones Central Plant Relocation	-	10,573,572	10,573,572	341,646	10,915,218	345,031	8,634,994	1,935,193	82.27%
733611 - SC Bruce Student Center Renovation	10,400,000	(8,269,098)	2,130,902	70,275	2,201,177	219	2,197,853	3,105	99.86%
733612 - SC HVAC Tech	312,000	2,259,762	2,571,762	85,231	2,656,993	-	2,656,993	-	100.00%
733613 - SC South DDC Network	580,000	178,117	758,117	24,496	782,613	100	778,751	3,762	99.52%
733614 - SC Academic Building Renovation (S-7&S-9)	-	5,422,005	5,422,005	175,280	5,597,285	2,394	5,591,291	3,600	99.94%

2015 Bond Program

Report as of March 31, 2022

Project	Base Budget	Budget Adjustments	Current Budget	Program Management Fees	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
76603A - MC Maritime Fire Program Relocation	-	1,916,000	1,916,000	84,000	2,000,000	-	1,788,345	211,655	89.42%
Sub-total	-	1,916,000	1,916,000	84,000	2,000,000	-	1,788,345	211,655	89.42%
Generation Park									
726601 - Generation Park	-	4,554,666	4,554,666	813,800	5,368,466	-	3,874,763	1,493,703	72.18%
Sub-total	-	4,554,666	4,554,666	813,800	5,368,466	-	3,874,763	1,493,703	72.18%
Admin									
736602 - College Development	30,000,000	(29,928,632)	71,368	-	71,368	-	71,368	-	100.00%
736604 - Dist Construction Studies	283,820	35,776	319,596	-	319,596	-	319,596	-	100.00%
76605A - CW Deferred Maintenance	-	19,786,770	19,786,770	427,385	20,214,155	3,149,350	3,682,072	13,382,733	33.80%
736606 - Generation Park Opportunities	-	20,000,000	20,000,000	-	20,000,000	-	-	20,000,000	-
720100 - Program Management - AECOM	-	11,610,480	11,610,480	(10,878,700)	731,780	274,466	112,268	345,046	52.85%
720100 - Program Management - Other	-	2,823,009	2,823,009	(2,823,009)	-	-	-	-	-
736601 - Contingency	1,166,180	7,641,314	8,807,494	-	8,807,494	-	-	8,807,494	-
Sub-total	31,450,000	31,968,717	63,418,717	(13,274,324)	50,144,393	3,423,816	4,185,304	42,535,273	15.17%
TOTALS	397,000,000	27,031,300	424,031,300	(31,300)	424,000,000	13,923,307	338,893,695	71,182,997	83.21%

Generation Park

Report as of March 31, 2022

Project	Base Budget	Budget Adjustments	Current Budget	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
Generation Park - 726601								
904605 - 2015 Revenue Bond - 726601	6,787,977	-	6,787,977	6,787,977	-	6,787,977	-	100.00%
929603 - Operational - 726601	8,843,556	-	8,843,556	8,843,556	-	8,843,556	-	100.00%
901609 - 2015 Bond - 726601	6,368,466	(1,000,000)	5,368,466	5,368,466	-	3,874,763	1,493,703	72.18%
901610 - Generation Park Site Infrastructure - 726601	4,000,000	-	4,000,000	4,000,000	-	3,991,275	8,725	99.78%
901610 - Generation Park Parking Lot - 76601A	3,521,892	-	3,521,892	3,521,892	276,399	2,553,515	691,977	80.35%
TOTALS	29,521,892	(1,000,000)	28,521,892	28,521,892	276,399	26,051,087	2,194,406	92.31%

Bond Interest Earnings

Report as of March 31, 2022

Project	Base Budget	Budget Adjustments	Current Budget	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
College Wide								
732614 - NC - N7, N8 & N9 Roof Replacement	2,587,830	-	2,587,830	2,587,830	120,280	-	2,467,550	4.65%
733615 - SC - S7 & S9 Roof Replacement	1,737,060	-	1,737,060	1,737,060	38,965	60,798	1,637,297	5.74%
TOTALS	4,324,890	-	4,324,890	4,324,890	159,245	60,798	4,104,847	5.09%

Energy Conservation Project

Report as of March 31, 2022

Project	Base Budget	Budget Adjustments	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
College Wide							
E22001 - UCRM 1 - LED Lighting	811,078	(134,500)	676,578	300	-	676,278	0.04%
E22002 - UCRM 2.1a - A-1 HVAC	10,354	-	10,354	-	-	10,354	-
E22003 - UCRM 2.1b - CC Chillers	1,526,400	134,500	1,660,900	19,980	79,920	1,561,000	6.01%
E22004 - UCRM 2.1c - NC Chiller	593,600	71,400	665,000	20,000	40,000	605,000	9.02%
E22005 - UCRM 2.1d - Maritime HVAC	33,000	-	33,000	-	-	33,000	-
E22006 - UCRM 2.6a - 35 Acre VFDs	9,946	15,614	25,560	24,950	-	610	97.61%
E22007 - UCRM 2.6b - S-7 & S-9 VFDs	26,452	-	26,452	-	-	26,452	-
E22008 - UCRM 3 - Retro-Commissioning	280,000	-	280,000	69,940	209,819	241	99.91%
E22009 - UCRM 4.2c - Vending Misers	46,224	-	46,224	12,414	-	33,810	26.86%
E22010 - UCRM 5.1 - Water Conserving Faucets	112,669	(15,614)	97,055	-	57,027	40,028	58.76%
E22011 - UCRM 8 - Solar PV	1,175,849	(71,400)	1,104,449	480,508	434,743	189,198	82.87%
Utility Assessment Report - 720600	96,546	-	96,546	-	96,546	-	100.00%
E22000 - Contingency Lone Star Loan	-	-	-	-	-	-	-
TOTALS	4,722,118	-	4,722,118	628,092	918,056	3,175,970	32.74%

Repair and Renovation

Report as of March 31, 2022

Project	Base Budget	Budget Adjustments	Current Budget	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
Central								
F22001 - CC - Central Misc.	-	13,261	13,261	13,261	6,857	2,109	4,295	68%
F22033 - CC - Truck Track	-	32,612	32,612	32,612	32,612	-	-	100%
Sub-total	-	45,873	45,873	45,873	39,469	2,109	4,295	91%
North								
F22002 - NC - North Misc	-	11,011	11,011	11,011	4,682	590	5,739	48%
F22012 - NC - N33.114 CIT Lab Move	-	32,113	32,113	32,113	25,697	6,415	-	100%
Sub-total	-	43,124	43,124	43,124	30,380	7,005	5,739	87%
South								
F22003 - SC - South Misc.	-	10,927	10,927	10,927	927	315	9,685	11%
F22015 - SC - S8.1026 Photo Lab Upgrade	-	11,187	11,187	11,187	11,187	-	-	100%
F22027 - SC - S8 Podium Stools	-	16,254	16,254	16,254	16,254	-	-	100%
F22038 - SC - S8 Breakroom Renovation	-	13,374	13,374	13,374	10,484	-	2,890	78%
Sub-total	-	51,742	51,742	51,742	38,852	315	12,575	76%
Generation Park								
Sub-total	-	-	-	-	-	-	-	-
District								
F22004 - DIST - Campus Misc.	-	10,000	10,000	10,000	1,235	5,179	3,585	64%
F22007 - DIST - College Wide ADA Compliance	-	150,000	150,000	150,000	68,995	-	81,005	46%
Sub-total	-	160,000	160,000	160,000	70,230	5,179	84,591	47%
Contingency (720700) -Major Repairs	150,000	(118,946)	31,054	31,054	-	-	31,054	-
Sub-total	150,000	(118,946)	31,054	31,054	-	-	31,054	-
Projects Closed								
F22005 - CC - C45 Dow Classroom Tables	-	5,914	5,914	5,914	-	5,914	-	100%
F22009 - CC - C34 Flag Pole Remove and Relocate	-	6,443	6,443	6,443	-	6,443	-	100%
F22010 - CC - CPET Lab Upgrade	-	-	-	-	-	-	-	-
F22016 - CC - C26 Air Compressor	-	-	-	-	-	-	-	-
F22017 - CC - Café Furniture Reupholstering	-	14,413	14,413	14,413	-	14,413	-	100%
F22023 - NC - ILC Window Tint	-	8,160	8,160	8,160	-	8,160	-	100%
F22013 - SC - S7.118/143 Tier 1 Upgrade	-	30,303	30,303	30,303	-	30,303	-	100%
F22018 - SC - Café Furniture Reupholstering	-	6,107	6,107	6,107	-	6,107	-	100%
F22008 - Gen Park Furniture	-	6,216	6,216	6,216	-	6,216	-	100%
Sub-total	-	77,555	77,555	77,555	-	77,555	-	100%
TOTALS	150,000	259,347	409,347	409,347	178,931	92,163	138,253	66%

Action Item “IX”
Regular Board Meeting May 2, 2022
Consideration of Rescission of Resolution Authorizing Delegation of
Authority to the Chancellor during Altered Operations for COVID-19

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees rescind the resolution which made certain delegations of authority to the Chancellor on March 17, 2020 and enabled the efficient and effective guidance of the College district in response to the pandemic-related declarations of emergency announced by the United States, the City of Houston, and Harris County.

BACKGROUND

The College’s top priority is the safety of our students and employees. The College’s main goal is to facilitate the continuance of operations, allowing students to remain on track to meet their learning objectives and complete their studies. Retention of full-time and part-time employees, reduction in turnover, maintaining morale, and facilitating the future return to normal operations remain a top strategic objective.

In March 2020, there was much uncertainty regarding how many decisions would need to be made outside of the College’s normal method of operations and timeframe. As the pandemic has persisted throughout the past two years, the College has adapted to various phases of altered and operations, become more adept at facilitating electronic meetings, and strengthened our ability to maintain efficient and effective operations of the College even when in various stages of remote work.

IMPACT OF THIS ACTION

The delegation of authority previously granted to the Chancellor is no longer deemed needed to facilitate the efficient and effective utilization of resources available to the College to maintain operations.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

None

MONITORING AND REPORTING TIMELINE

The Chancellor will continue to monitor the College’s response to COVID-19 and bring forth any new items for approval by the Board of Trustees when needed.

ATTACHMENTS

Attachment 1 – Resolution of the Board of Trustees of San Jacinto College – COVID-19 Virus

RESOURCE PERSONNEL

Brenda Hellyer	281-998-6100	brenda.hellyer@sjcd.edu
Teri Zamora	281-998-6306	teri.zamora@sjcd.edu

**RESOLUTION OF THE BOARD OF TRUSTEES OF SAN JACINTO COLLEGE
COVID-19 Virus**

WHEREAS, the San Jacinto College Board of Trustees recognizes that officials in the City of Houston and Harris County have declared an emergency regarding the spread of coronavirus/COVID-19 (hereafter "COVID-19") and that the territory included in San Jacinto College is within the areas where an emergency has been declared; and,

WHEREAS, on March 13, 2020, the Governor of the State of Texas declared a statewide emergency, and, later that same day, the President of the United States declared a national emergency regarding COVID-19;

WHEREAS, the San Jacinto College Board of Trustees recognizes that COVID-19 is an unforeseen and unavoidable emergency of urgent public necessity, that the World Health Organization has declared COVID-19 a pandemic, and that additional emergency declarations may follow in the coming days and weeks; and,

WHEREAS, the San Jacinto College Board of Trustees has a substantial public interest in protecting the health and safety of its students, staff, and community and therefore desires to ensure that the college district and community are prepared to the fullest extent possible to protect the health and safety of students, staff, and community in light of COVID-19; and,

WHEREAS, the Board of Trustees of San Jacinto College seeks to retain its employees, reduce turnover, increase morale, help employees focus on work-related matters while at work, and facilitate the return of employees to normal operations, and believes that an additional public purpose exists in doing so; and,

WHEREAS, the Board of Trustees of San Jacinto College believes the public purposes described above are fulfilled by efficiently and effectively making certain delegations, as described more fully herein, to the Chancellor to address this ever-changing emergency situation in the best interest of the health, safety, and well-being of its students, staff, community, and the citizenship at-large.

IT IS THEREFORE:

RESOLVED THAT the Board of Trustees of San Jacinto College finds a substantial public purpose exists in protecting the health and safety of its students, staff, and community and therefore in ensuring that the college district and community are prepared to the fullest extent possible to protect the health and safety of students, staff, and community in light of COVID-19; and,

FURTHER RESOLVED THAT the Board of Trustees of San Jacinto College finds a public purpose also exists in retaining its employees, reducing turnover, increasing morale, helping employees focus on work-related matters while at work, and facilitating the return of employees to normal operations; and,

FURTHER RESOLVED THAT in furtherance of the public purposes so stated in this Resolution, the Board of Trustees of San Jacinto College makes the following delegations to the Chancellor in order to efficiently and effectively prepare the college district in response to the declarations of emergency announced by the United States, the State of Texas, the City of Houston and Harris County as well as in preparation for the potential declarations of emergencies by other local, state, and/or national and international officials:

- (1) The authority to act in the place of the Board under Board Policy IV.4001.A Compensation, and all related Procedures, and thus make all decisions regarding the payment of employees during altered operations and/or a college closure, to implement the provisions of Board Policy IV.4001.A Compensation, and all related Procedures, and to make determinations regarding the purpose and parameters of any such payments;
- (2) The authority to make decisions regarding the compensation, if any, of full-time and part-time employees, both exempt and non-exempt, who may be required to report to work or work remotely during altered operations and/or a college closure and to implement those decisions;
- (3) The authority to determine work days and hours, if any, for all employees during altered operations and/or a college closure;
- (4) The authority to implement an educational program for students during altered operations and/or a college closure;
- (5) The authority to postpone, suspend, or cancel regular Board meetings during altered operations and/or a college closure in the interest of health and safety after consultation with the Board President;
- (6) The authority to alter the San Jacinto College 2019-2020 calendar by changing and/or adding campus/instructional hours and work/campus days as necessitated by altered operations and/or a college closure or related concerns;
- (7) The authority to create guidelines and make determinations regarding absences, leave time, leave days, and compensation of any employee who is quarantined as a result of COVID-19 and/or who tests positive for COVID-19 and who presents appropriate medical documentation regarding themselves and/or an immediate family member, in the sole discretion of the Chancellor or her designee, in compliance with Texas and federal law;
- (8) The authority to seek any necessary waivers from the Texas Higher Education Coordinating Board, SACSCOC, and any other accreditation or certifications agencies, without further action of the Board of Trustees regarding missed instructional days, low attendance, or any matters related to altered operations and/or a college closure as part of this Resolution;

- (9) The authority to declare a catastrophe and take all actions as appropriate in accordance with Texas Government Code Section 552.233 regarding temporary suspension of the Texas Public Information Act;
- (10) In the event other waivers or immediate action is needed, the Chancellor is authorized to take other action and to submit/apply for other waivers in accordance with guidance and instructions from the national, state and local authorities and/or agencies.

FURTHER RESOLVED THAT (1) the emergence of COVID-19 and its spread constitute an unforeseen emergency/matter of urgent public necessity; (2) the delays posed by competitive procurement of contracts necessary to restore, replace and/or repair equipment, personal property, and/or school facilities will prevent or substantially impair the conduct of classes or other essential college activities; and (3) the Chancellor and her designee(s) are authorized to procure, negotiate, and execute contracts for goods and services that are necessary to mitigate, prevent, restore, and repair damage caused to San Jacinto College equipment, personal property, and facilities or to protect the safety of San Jacinto College students and employees; and (4) the Chancellor shall inform the Board of Trustees of all emergency purchases made hereunder at the next regular Board meeting following such purchases.

The Chancellor and/or designee(s) will provide timely and reasonable information to the Board of Trustees with regard to decisions made pursuant to this Resolution.

This Resolution shall remain in effect until rescinded by Board Action at a duly called Board Meeting.

CERTIFICATE FOR RESOLUTION

I hereby certify that the foregoing resolution was presented to the Board of Trustees of San Jacinto College during a special called meeting March 17th, 2020, a quorum of the Board of Trustees being then present, it was then duly moved and seconded that the resolution be adopted, and such resolution was then adopted according to the following vote:

Ayes:	<u>7</u>
Nays:	<u>0</u>
Abstentions:	<u>0</u>

To certify which, witness my hand and the official seal of the District this 17th day of March, 2020.


Chair, Board of Trustees

ATTEST:

Secretary, Board of Trustees

Action Item “X”
Regular Board Meeting May 2, 2022
Consideration of Program Closure, AAS Automotive Collision Repair

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the closure of the Automotive Collision Repair program including all Associate of Applied Science degrees and all related certificates.

BACKGROUND

A review of regional labor market data for automotive collision repair indicates the job market is stable, but the preferred entry-level education required by prospective employers is a high school diploma; regional workforce members of the advisory committee indicate that no post-secondary certificate or training is necessary for employment.

In addition, the Auto Collision Repair program is facing an aging facility, decreasing student interest, enrollment and completion, low entry-level salary, and limited employment growth and demand.

IMPACT OF THIS ACTION

The closure of the Automotive Collision Repair program continues the work of the College to ensure that instructional programs are aligned to student success and to regional workforce demand. The closure of the program will permit reallocation of College resources to higher demand and higher enrollment programs.

The 24 students currently enrolled in the program will not be negatively affected. Per requirements of the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) regarding institutional accreditation, the College submitted a request for approval of the teach-out plan that ensures students currently enrolled in the program will have reasonable opportunity to complete the program in which they are currently enrolled. Students enrolled in an Automotive Collision Repair program will not incur any additional charges or expenses relative to the closure.

This program closure will not require any full-time faculty or staff redeployment or reduction in force; the program courses are currently taught by part-time faculty. All full-time staff have other responsibilities

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

No new funding is required for implementation.
No full-time faculty or staff will be affected.

MONITORING AND REPORTING TIMELINE

All necessary reporting to the SACSCOC and the Texas Higher Education Coordinating Board (THECB) will be monitored and completed as required.

Action Item "X"
Regular Board Meeting May 2, 2022
Consideration of Program Closure, AAS Automotive Collision Repair

ATTACHMENTS

None

RESOURCE PERSONNEL

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Action Item “XI”
Regular Board Meeting, May 2, 2022

Consideration of Approval of Policy #, Overtime/Compensatory Time - First Reading
(Informational Item)

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve revisions to the College’s Policy on Overtime/Compensatory Time. The Board of Trustees will not vote on this item but is creating awareness that the policy is being considered and input is being gathered. New numbering will be added prior to the second reading.

BACKGROUND

The current Policy on Overtime/Compensatory Time (Policy IV-E-2) requires minor updates to meet the new required format and content standards and current business practices. The procedures have also been revised for the new format and content standards and current business practices.

IMPACT OF THIS ACTION

The updated policy and procedures were sent to the College community on April 29, 2022. Comments will be reviewed and any changes, if appropriate, will be addressed prior to the Board’s second reading and approval of this policy which is anticipated on June 6, 2022.

The associated procedures support implementation of the policy and are attached for informational purposes and will not be voted on.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

No budgetary impact.

MONITORING AND REPORTING TIMELINE

The Board will be notified of any changes that require its action. Evaluation of management’s compliance with the Overtime/Compensatory Time Policy and Procedures will be periodically evaluated by administration and the College’s internal and external auditors.

ATTACHMENTS

- Attachment 1 - Summary of Changes
- Attachment 2 - Policy IV-E-2, Policy on Overtime/Compensatory Time (current policy)
- Attachment 3 - Policy #, Overtime/Compensatory Time (proposed policy)

Informational Items Only:

- Attachment 4 – Procedure 4-16, Overtime/Compensatory Time (current procedure)
- Attachment 5 - Procedure #, Overtime/Compensatory Time (proposed procedure)

RESOURCE PERSONNEL

Teri Zamora	281-998-6306	teri.zamora@sjcd.edu
Dena Carlson	281-998-6143	dena.carlson@sjcd.edu

Policies and Procedures Summary of Changes

New Policy Number: **TBA**

Proposed Policy Name: **Overtime/Compensatory Time**

Current Policy Number/Name: **IV-E-2, Policy on Overtime/Compensatory Time**

New Procedure Number: **TBA**

Proposed Procedure Name(s): **Overtime/Compensatory Time**

Current Procedure Number(s)/Name(s): **Procedure 4-16: Overtime/Compensatory Time**

Action Recommended for Policy: **Revise**

Action Recommended for Procedures: **Revise**

Web Links:

[Policy IV-E: Policies on Benefits | San Jacinto College](#)

[Procedure 4-16: Overtime / Compensatory Time | San Jacinto College](#)

Primary Owner: **Vice Chancellor, Fiscal Affairs**

Secondary Owner: **Manager, Payroll**

Summary of Changes:

Policy Changes:

- Updates for required policy format and content
- Revisions for current business practices

Procedure Changes:

- Updates for required procedure format and content
- Revisions for current business practices

Policy IV-E-2: Policy on Overtime/Compensatory Time

Eligible (nonexempt) employees of the college are entitled to receive overtime pay at the rate of one and one-half times the regular rate, or compensatory time off at 1-1/2 hours for each hour worked over forty working hours per week. The 40-hour work week begins at midnight Sunday and extends through midnight the following Sunday, unless otherwise defined by the administration.

Policy #:	IV-E-2
Policy Name:	Policy on Overtime/Compensatory Time
Pages:	1
Adopted Date:	March 2, 1981
Revision/Reviewed Date:	September 7, 1993 and January 18, 1997
Effective Date:	March 2, 1981; September 7, 1993 and January 18, 1997
Associated Procedure:	4-16

Policy #, Overtime/Compensatory Time

Purpose

The purpose of this policy is to communicate the College’s overtime/compensatory time compensation practice for non-exempt employees.

Policy

Non-exempt employees of the college are entitled to receive overtime pay at the rate of one and one-half times the regular rate for each hour worked over forty working hours per week. Employees may elect to receive the premium portion of overtime as compensatory time off. When employees select this option, the first hour worked over forty working hours per week is paid at straight time and the one-half hour premium will accrue as compensatory leave. The forty-hour work week begins at midnight Sunday and extends through midnight the following Sunday, unless otherwise defined by the administration.

Definitions

Employee: A full-time or part-time employee of the College as defined by Human Resources policy and procedure.

Exempt: An employee classification not eligible for overtime compensation under the provisions of the federally governed Fair Labor Standards Act.

Non-exempt: An employee classification eligible for overtime compensation under the provisions of the federally governed Fair Labor Standards Act.

The Authority, Applicability, Sanctions, Exclusions, and Interpretation do not differ from Policy II.2000.A, Policy and Procedures Development, Review, Revision, and Rescission.

Associated Procedures

Procedure #, Overtime/Compensatory Time

Date of Board Approval	Anticipated June 6, 2022
Effective Date	Anticipated June 7, 2022
Primary Owner	Vice Chancellor, Fiscal Affairs
Secondary Owner	Manager, Payroll

Procedure 4-16: Overtime/Compensatory Time

Employees may be asked to work overtime from time to time in order to carry out the functions of the college. Overtime will be rotated, when possible, among employees who wish to work overtime. Proper notice will be given, if practicable, whenever overtime is anticipated.

Overtime pay is earned for hours worked over forty during a work week. Hours accounted for under vacation time, court appearances or holiday pay are considered a day worked for purposes of calculating overtime. There is no extra pay for employees scheduled to work Saturdays or Sunday's as part of a work week.

Overtime must be approved in advance and only a supervisor can authorize overtime. Clear and accurate records must be kept by supervisors. Any overtime earned during a pay period must be turned in during that pay period. Time sheets and other records must be kept a minimum of four year.

An employee may elect to be awarded compensatory time in lieu of overtime pay. The choice must be made at the time payroll records are submitted each pay period. Compensatory time off may be taken in collaboration with the supervisor so as to not disrupt the efficient functioning of the college. No more than eighty hours of compensatory time may be accumulated during any fiscal year and any compensatory time earned, but unused by the payroll cut-off deadline in August at the end of any fiscal year will be paid. The fiscal year runs from September 1 till August 31 of the next year.

A non-exempt employee who is "called out" to work outside his or her regular 40-hour work schedule will be compensated for a minimum of two hours or actual time worked, whichever is greater. However, there is no compensation for being "on call" or "on standby" to be called to work.

Procedure #:	4-16
Procedure Name:	Overtime / Compensatory Time (Non-exempt Employees)
Pages:	1
Adopted Date:	
Revision/Reviewed Date:	August 27, 2015
Effective Date:	
Associated Policy:	<u>IV-E-2</u>

Procedure #, Overtime/Compensatory Time

Associated Policy

Policy #, Overtime/Compensatory Time

Procedures

Employees may be asked to work overtime to carry out the functions of the College. Overtime will be rotated, when possible, among employees. Appropriate notice will be given, if practicable, whenever overtime is anticipated.

Overtime pay is earned for hours worked over forty during a work week. Hours submitted as vacation, jury duty or holiday pay are considered a day worked for purposes of calculating overtime. There is no extra pay for employees scheduled to work Saturday or Sunday as part of a scheduled work week.

Overtime must be authorized in advance by an employee's leader. In reviewing timesheets, leaders should ensure time reported by employees in Web Time Entry (WTE) is accurate. Any overtime earned during a pay period must be submitted in the pay period in which it was earned.

An employee may elect to be awarded compensatory time in lieu of overtime pay. Employees have the opportunity to change their selection three times per year in January, May and September. A new employee may elect compensatory time within 10 days of their date of hire. Compensatory time off may be taken with the leader's approval.

No more than eighty hours of compensatory time may be accumulated during any College fiscal year (September 1 through August 31). Compensatory time earned, but unused by the Payroll department's cut-off deadline in August will be paid.

A non-exempt employee who is "called out" to work outside of their regular forty-hour work schedule will be compensated for a minimum of two hours or actual time worked, whichever is greater. However, there is no compensation for being "on call" or "on standby" to be called to work.

Definitions

Employee: A full-time or part-time employee of the College as defined by Human Resources policy and procedure.

Exempt: An employee classification not eligible for overtime compensation under the provisions of the federally governed Fair Labor Standards Act.

Attachment 5 – Proposed Procedure

Non-exempt: An employee classification eligible for overtime compensation under the provisions of the federally governed Fair Labor Standards Act.

Web Time Entry: Electronic method to record time worked for non-exempt employees.

Called Out: Employee is requested to perform required job duties outside the employee’s assigned schedule.

On Call/On Standby: An employee who is required to be available for work if needed outside of the employee’s assigned schedule but is not actually working. The employee may be at home or another location and is allowed to leave a message where they can be reached.

Date of SLT Approval	February 28, 2022
Effective Date	Anticipated June 7, 2022
Associated Policy	Policy #, Overtime/Compensatory Time
Primary Owner of Policy Associated with the Procedure	Vice Chancellor, Fiscal Affairs
Secondary Owner of Policy Associated with the Procedure	Manager, Payroll

**Consideration of Approval of Policy #, Mental Health Leave for Peace Officers - First Reading
(Informational Item)**

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the new policy entitled Mental Health Leave for Peace Officers. The Board of Trustees will not vote on this item but is creating awareness that the policy is being considered and input is being gathered. New numbering will be added prior to the second reading.

BACKGROUND

Texas Senate Bill 1375 requires all agencies who are authorized to employ peace officers to develop and adopt a policy allowing the use of mental health leave by the peace officers employed by the agency who experience a traumatic event in the scope of that employment.

IMPACT OF THIS ACTION

The policy was sent to the College community on April 29, 2022. Comments will be reviewed and any changes, if appropriate, will be addressed prior to the Board’s second reading and approval of this policy which is anticipated on June 6, 2022.

The procedures are contained with the policy, as described in Texas Government Code 614.015.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

No budgetary impact.

MONITORING AND REPORTING TIMELINE

The Board will be notified of any changes that require its action.

ATTACHMENTS

Attachment 1 - Summary of Changes

Attachment 2 - Policy #, Mental Health Leave for Peace Officers

RESOURCE PERSONNEL

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Sabrina Naulings

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Policies and Procedures Summary of Changes

New Policy Number: **TBA**
Proposed Policy Name: **Mental Health Leave for Peace Officers**
Current Policy Number/Name: **N/A**

New Procedure Number: **N/A**
Proposed Procedure Name(s): **N/A**
Current Procedure Number(s)/Name(s): **N/A**

Action Recommended for Policy: **New**
Action Recommended for Procedures: **N/A**

Primary Owner: **Vice Chancellor, Fiscal Affairs**
Secondary Owner: **Chief of Police**

Summary of Changes:

Policy Changes:

- Enacts new policy, as required by Texas SB1359
- Establishes process for peace officers who experience a traumatic event within the scope of employment the ability to request and receive mental health leave

Procedure Changes:

- Per SB 1359, the procedures are contained within the policy

Policy #, Mental Health Leave for Peace Officers

Purpose

The purpose of this policy is to document the College’s provision of mental health leave for peace officers who experience a traumatic event in the scope of employment.

Policy

All licensed peace officers employed by San Jacinto College who experience a traumatic event within the scope of their employment at the College are eligible for mental health leave in compliance with Texas Government Code 614.015.

Procedures

1. Upon experiencing a traumatic event, a peace officer may make a verbal or written request for mental health leave to their leader.
2. The leader may approve up to three (3) working days of mental health leave for the requesting officer, per traumatic event. The leader shall notify the Chief of Police via the chain of command. The Chief shall then notify the Vice Chancellor Fiscal Affairs, in writing, of the request regardless of approval.
3. If a peace officer requests more than three (3) working days of mental health leave under this policy, the additional days shall be approved by the College’s Vice Chancellor of Human Resources (VCHR). The VCHR may approve up to an additional four (4) working days of mental health leave when supporting documents are provided. Examples of supporting documentation include:
 - a. Physician note
 - b. Therapist/Counselor note
 - c. Peer Support Team Recommendation
4. A peace officer is entitled to take approved mental health leave without a deduction in salary or other compensation, and without use of other types of available leave.
5. Any requests for mental health leave shall be confidential. Such requests, including approval or denial of the request, shall remain confidential and provide anonymity for a peace officer who takes mental health leave.

Resources

While peace officers are free to utilize any resource of their choosing, San Jacinto College partners with the University of Texas Employee Assistance Program to offer confidential counseling, assessments and other referrals for benefits eligible faculty and staff and their dependents. They are available for 24/7 crisis situations and have a network of state-wide licensed mental health and substance abuse clinicians. These services can be accessed by calling (512) 471-3366 Monday-Friday), 512-471-3399 (after hours), or their website, <https://eap.utexas.edu/>.

Definitions

Peace Officer: A full-time employee employed by the College in a police officer or police leadership position who is licensed by the Texas Commission on Law Enforcement (TCOLE).

The Authority, Applicability, Sanctions, Exclusions, and Interpretation do not differ from Policy II.2000.A, Policy and Procedures Development, Review, Revision, and Rescission.

Associated Procedures

There are no associated procedures with this policy.

Date of Board Approval	Anticipated June 6, 2022
Effective Date	Anticipated June 7, 2022
Primary Owner	Vice Chancellor, Fiscal Affairs
Secondary Owner	Chief of Police

**SAN JACINTO COMMUNITY COLLEGE DISTRICT
PURCHASE RECAP
May 2, 2022**

PURCHASE REQUESTS AND CONTRACT RENEWALS

Purchase Request #1		
Additional Funds for Renovation of Building N-19 (pg.2)	\$	208,000
 Purchase Request #2		
Approval to Extend Contract for Electricity (pgs. 3-4)		-
 Purchase Request #3		
Additional Funds for Hosted Oracle Subscription Access License (pgs. 5-6)		1,594,799
 Purchase Request #4		
Upgrade Navigation Simulation Labs (pg. 7)		280,080
 Purchase Request #5		
Contract for Dispatch Console Upgrade Project (pgs. 8-9)		259,266
 Purchase Request #6		
Purchase Microscopes (pg. 10)		229,696
 Purchase Request #7		
Purchase HVAC Equipment and Services (pg. 11)		200,000
 Purchase Request #8		
Purchase Used School Buses (pg. 12)		150,000
 Purchase Request #9		
Purchase Competency-Based Education Consulting Services (pg. 13)		<u>124,585</u>
 TOTAL OF PURCHASE REQUESTS		<u><u>\$3,046,426</u></u>

Purchase Request #1
Regular Board Meeting May 2, 2022

Consideration of Approval of Additional Funds for Renovation of Building N-19

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the expenditure of additional funds for construction services from Jamail & Smith Construction LP (Jamail & Smith) for the capital projects department.

BACKGROUND

In October 2021, the competitive sealed proposals #22-13 was issued to procure construction services in accordance with the Texas Government Code §2269.151 for the renovation of building N-19. The Board approved a contract with Jamail & Smith in December 2021.

Jamail & Smith's price proposal for this project was below the project budget allowing for additional work omitted in the original plan set to be included post contract award. This additional work includes raising mechanical equipment out of the flood plain, replacing corroded structural members, improving the ability to maintain the heating, ventilation and air conditioning equipment, and painting the building exterior.

IMPACT OF THIS ACTION

Approval of this increase will allow completion of the renovation with minimal increase in the time currently required to complete the renovation project.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

In December 2021, the Board approved an expenditure of \$1,790,000 for construction services. This request will increase the total amount approved by \$208,000 to a total of \$1,998,000. This expenditure is within the existing budget and will be funded from the 2015 Bond Program.

MONITORING AND REPORTING TIMELINE

Due to supply chain delays, construction activities are now expected to be completed by August 2022. This project will be monitored by capital projects personnel and program management provided by AECOM.

ATTACHMENTS

None

RESOURCE PERSONNEL

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Genie Freeman-Scholes	281-998-6349	genevieve.scholes@sjcd.edu

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees authorize the Chancellor or designee to enter into an extension to the College's contract for electricity.

BACKGROUND

In December 2019, the College executed a five-year contract through December 2025 with Constellation New Energy Inc. to provide electricity to the College. The College engaged the services of Tradition Energy who has a contract through Omni Partners (formerly US Communities), Contract Number 20188-017, to provide energy consulting and management services to assist in the procurement of electricity from retail electricity providers (REPs).

The electricity rates in 2019 at the time the current contract was signed, were at near record lows. Since locking in those rates, the energy market has seen significant increases in the cost of electricity. To safeguard against future price increase, and to provide a more balanced budgetary model for electricity expenditures, it is recommended to execute an amendment to the contract known in the energy industry as blend and extend. The blend and extend model extends the term of the current contract and blends the current (lower) rate with future years' (higher) rate to average the net price per kilowatt across the remaining duration of the existing contract and future year(s) added to the contract term.

Due to the deregulated market for electricity in Texas, the College must competitively procure electricity on the open market. Through the use of the Tradition Energy contract, the College is able to request rates that include a combination of possible variables including the term, the type of energy and capacity in order to select a stable supply of energy at the best market rate in a manner that complies with procurement requirements.

IMPACT OF THIS ACTION

Prices for electricity fluctuate daily and the exact day and price when the College will secure a rate cannot be determined with any finality. The energy advisor will monitor electricity rates on the College's behalf and advise the administration of the best time to lock in the extended term. When it is determined the proposed electricity rates are at their optimum, this action will authorize the Vice Chancellor of Fiscal Affairs to execute an extension to the contract. This action will also provide a mechanism to allow us to more effectively budget for our electricity expenses.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The annual expenditure for electricity for the past five years ranged from \$2.32 - \$3.05 million dollars and varies based on actual usage and the contracted rate in effect. This action is not anticipated to exceed the \$3,500,000 approved by the Board in August 2021 for the fiscal year 2021-2022. Requests for approval for future expenditures for electricity will be requested annually and funded from the fiscal initiatives and capital projects department's annual operating budget.

Purchase Request #2
Regular Board Meeting May 2, 2022
Consideration of Approval to Extend Contract for Electricity

MONITORING AND REPORTING TIMELINE

The new extended term will be added to current contract set to expire in December 2025.

ATTACHMENTS

None

RESOURCE PERSONNEL

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Consideration of Approval of Additional Funds for Hosted Oracle Subscription Access License

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the purchase of license maintenance from Texas A&M University Corpus Christi for the Hosted Oracle Subscription Access License (HOSAL) maintenance to support our Banner ERP system (Banner) which is transitioning to the Ellucian managed cloud services.

BACKGROUND

The College has used Banner as its student, finance, and human resource information system since 2001. Banner is currently installed on onsite servers. In May 2021, the Board approved the purchase of managed cloud services from Ellucian LP to migrate the College's existing onsite Banner system and database to Ellucian's managed cloud services hosted on Amazon's web services platform.

Ellucian managed cloud services will provide services for operating system maintenance, applications and database administration, backup, disaster recovery, internet connectivity, load balancing, monitoring, and security scanning. This will also mitigate increasing cost of ownership, business continuity and compliance risks, system unavailability due to aging equipment, and human resource shortages, while improving the College's ability to help deliver strategic IT projects.

The Banner system operates exclusively using an Oracle database. The College has historically procured Oracle database license maintenance annually under an Oracle campus site license contract. As part of the transition, Oracle database license maintenance will instead be purchased under a Hosted Oracle Subscription Access License (HOSAL) agreement.

Banner software license maintenance system is procured through the Texas A&M Corpus Christi Texas Connection Consortium inter-agency agreement in accordance with the Texas Education Code §44.031 and the Texas Government Code §791.001(g).

IMPACT OF THIS ACTION

The HOSAL licenses and maintenance support rates will be based on server technology usage as opposed to the current rate structure based on student enrollment, resulting in a significant cost savings as compared to the previous Oracle licensing fees.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The first-year annual expenditure is \$381,200 and will increase by three percent each year for an aggregate four-year expenditure of \$1,594,799. This expenditure will be funded from the information technology service department's 2021-2022 operating budget and subsequent year budgets.

Consideration of Approval of Additional Funds for Hosted Oracle Subscription Access License

MONITORING AND REPORTING TIMELINE

The four-year term will commence on July 1, 2022 through June 30, 2026. Upon execution of the HOSAL agreement, the College will work to complete its transition from on-site Banner system to the Ellucian managed cloud hosting environment.

ATTACHMENTS

None

RESOURCE PERSONNEL

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ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the upgrade of two navigation simulation labs to include hardware, software and a five-year license agreement from Wartsila Voyage Solutions for the maritime program.

BACKGROUND

The Maritime program has been using the current hardware and software in their navigational system labs since 2010. The lab software and hardware require an upgrade to upload new curriculum models approved by the United States Coast Guard (USCG).

Wartsila Voyage Solutions is a sole source provider of approved simulation suites to be used in conjunction with USCG approved course instruction compliant with all international training regulations/guidelines and is exempt from competitive bidding per Texas Education Code §44.031(j). Sole source number 1567 has been assigned.

IMPACT OF THIS ACTION

Wartsila Voyage Solutions offers continuous learning opportunities through their navigation simulation training scenarios fully approved by the USCG. The College has eleven scenarios currently approved and in use for student course instruction. This project will upgrade both the hardware and software in the two simulation labs. Twenty-four student simulation workstations, two instructor stations, and two server stations will be replaced. The software will be upgraded to provide additional maritime simulation scenarios for instructional purposes utilizing USCG approved curriculum.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The total expenditure is \$280,080. The initial year price, including software and services is \$228,094 and will be funded from the HEERF grant. The maintenance fee for the four subsequent years will be \$9,798 per year and will be funded from the maritime department's respective year's operating budget.

MONITORING AND REPORTING TIMELINE

None

ATTACHMENTS

None

RESOURCE PERSONNEL

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Karen Allen	281-998-6106	karen.allen@sjcd.edu

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve a contract with BearCom to upgrade the dispatch consoles for the police department.

BACKGROUND

The current campus police emergency communications center (ECC) was designed and equipped with resources that were able to handle the radio and phone traffic at the time of installation. As the College has grown, so have the demands on the ECC. Recent incidents have revealed gaps in the capabilities of the ECC that need to be addressed to avoid delays in communication as well as to prevent information overload for the ECC staff.

This upgrade project will update the dispatch consoles with hardware and software designed specifically to be used for emergency communications. Updated dispatch software will allow for easier call-taking, and integration with existing mass notification software to quickly send out alerts to the public. The new consoles will be configured to allow two dispatchers to function simultaneously without introducing feedback into the system. A mobile console will be added for redundancy and remote dispatching capabilities.

BearCom has a contract through the HGAC Buy cooperative contracts program to provide radio communications and emergency response equipment, contract number RA05-21, which complies with the competitive procurement requirement in Texas Education Code §44.031 and is permitted through Texas Government Code §791.001(g)

IMPACT OF THIS ACTION

This purchase will allow for more streamlined and efficient communications between campus police officers and the ECC, as well as outside agencies responding to the College. Dispatchers will be able to answer a call and respond to radio traffic hands-free allowing them to enter notes and send out alerts simultaneously, reducing the time from call to alert. This upgrade will allow for a redundant backup for a dispatch console that could be utilized if the dispatchers have to be separated due to social distancing, if the primary ECC is rendered inoperable or if it needs to be relocated offsite.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The total expenditure is \$259,266. The initial year price, including equipment, engineering, installation, and implementation is \$144,462 and will be funded from the police dispatch department's 2021-2022 operating budget. The maintenance fee for the three subsequent years will be \$38,268 per year and will be funded from the police dispatch department's respective year's operating budget.

Purchase Request #5
Regular Board Meeting May 2, 2022

Consideration of Approval to Contract for Dispatch Console Upgrade Project

MONITORING AND REPORTING TIMELINE

The initial one-year award term will commence on June 1, 2022, with renewal options of three one-year terms.

ATTACHMENTS

None

RESOURCE PERSONNEL

Sabrina Naulings	281-998-6150 ext. 1651	sabrina.naulings@sjcd.edu
Ali Shah	281-998-6311	ali.shah@sjcd.edu
William Stinson	281-998-6378	william.stinson@sjcd.edu

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the purchase of microscopes from Leica Microsystems for the Central biology department.

BACKGROUND

The COVID-19 pandemic increased the demand for healthcare positions, including technicians with technical skills on special equipment. The College offers several programs that include equipment training, such as the use of specialized microscopes. Microscope labs provide an opportunity for students to have hands-on experience to better prepare them for subsequent courses and future careers. Central Campus has several labs that need to be updated to offer the same training experiences provided at our other campuses.

Leica Microsystems has a contract through the Texas Smart Buy cooperative contracts program to provide model DM750 microscopes, contract #490-M2. This contract complies with the competitive procurement requirements in Texas Education Code §44.031 and is permitted through Texas Government Code §791.001(g).

IMPACT OF THIS ACTION

Antiquated microscopes limit student opportunities to receive training on current instruments which may lessen their competitive advantage within college and the workforce. The purchase of one hundred Leica microscopes will provide students with state-of-the-art equipment to meet their program requirements, prepare for board certification, and better prepare them for the requirements in the workforce.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The total expenditure for this request is \$229,696 and will be funded from the HEERF grant.

MONITORING AND REPORTING TIMELINE

None

ATTACHMENTS

None

RESOURCE PERSONNEL

Rhonda Bell	281-476-1858	rhonda.bell@sjcd.edu
Ann Kokx-Templet	281-998-6103	ann.kokx-templet@sjcd.edu

Purchase Request #7
Regular Board Meeting May 2, 2022

Consideration of Approval to Purchase HVAC Equipment and Services

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the purchase of heating, ventilation, and air conditioning (HVAC) equipment and services from Gowan-Garrett Inc. for the facilities services department.

BACKGROUND

Gowan-Garrett Inc. has historically provided services to repair and maintain the mechanical, HVAC equipment for college facilities. The services provided range from planned events to responding to unforeseen or emergency situations where a quick response is needed. Gowan-Garrett Inc. is able to provide a range of services such as HVAC service, plumbing, air compressor, buildouts, pipe fabrication and sheet metal work.

Gowan-Garrett Inc. has a contract through the Choice Partners cooperative contracts program to provide HVAC equipment and services, contract #18/060JN-11, that complies with competitive procurement requirements in Texas Education Code §44.031 and is permitted through Texas Government Code §791.001(g).

IMPACT OF THIS ACTION

Having a reliable and responsive company such as Gowan-Garrett Inc. provides a critical resource to support the facilities services department, allowing them to quickly respond to service requests and repair needs. These services are also vital to complete planned maintenance and repairs. Without access to these services, the College would be hindered in its ability to quickly respond to minor issues which may negatively impact the College and its students.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated annual expenditure for this request is \$200,000 and will be funded from the facilities services department's 2021-2022 and 2022-2023 operating budget.

MONITORING AND REPORTING TIMELINE

None

ATTACHMENTS

None

RESOURCE PERSONNEL

Bryan Jones	281-998-6343	bryan.jones@sjcd.edu
Ron Andell	281-542-2016	ron.andell@sjcd.edu
Genie Freeman-Scholes	281-998-6348	genevieve.scholes@sjcd.edu

Purchase Request #8
Regular Board Meeting May 2, 2022
Consideration of Approval to Purchase Used School Buses

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees delegate its authority to the Chancellor or her designee to purchase two used school buses for the continuing and professional development (CPD) department.

BACKGROUND

There is a high demand for school bus drivers nationwide, particularly in Texas. To assist our local community in meeting the immediate need for drivers, CPD is prepared to offer a school bus driver's program, and the purchase of two school buses are needed to facilitate this program offering.

Due to the high demand and limited supply of quality used buses, dealers are unwilling to hold a unit for any length of time. The College must be positioned to be able to respond and accept an offer when it is presented. The TIPS cooperative contracts program has a contract with several suppliers who can provide used buses, contract #200207, that complies with competitive procurement requirements in the Texas Education Code §44.031 and is permitted through Texas Government Code §791.001(g).

IMPACT OF THIS ACTION

The College will purchase two type C school buses with relatively low mileage (40,000 – 70,000) from the selected vendor(s) once compliant buses become available. This will allow the CPD professional truck driving program to offer a school bus driver's training program.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The expenditure for this request will not exceed \$150,000 and will be funded from the HEERF grant.

MONITORING AND REPORTING TIMELINE

None

ATTACHMENTS

None

RESOURCE PERSONNEL

Tony Rich	281-478-3687	tony.rich@sjcd.edu
Ann Kokx-Templet	281-998-6103	ann.kokx-templet@sjcd.edu

Consideration of Approval to Purchase Competency-Based Education Consulting Services

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the purchase of consulting services from the Competency-Based Education Network (C-BEN) for the instructional services department.

BACKGROUND

In September 2020, a competency-based education (CBE) task force was formed to develop policies, procedures, and practices to provide a guiding framework to develop competency-based programs. The COVID pandemic also increased the demand and need within the College to offer competency based instructional programs as an instructional continuity strategy. Both needs are included in the Board-approved annual priorities to explore and evaluate competency-based models for implementation based on employer needs.

Due to competing priorities, the work on CBE was delayed. With a renewed focus to implement the project, hiring a consulting firm who specializes in customized training for higher education institutions will allow a quicker implementation. The consultants will assist in defining our vision for CBE and will work alongside our faculty to develop CBE-structured curriculum and programs.

C-BEN is a sole source provider of competency-based consulting services that offers a quality framework created specifically for institutions of higher education. This purchase is exempt from competitive bidding per Texas Education Code §44.031(j). Sole source number 1568 has been assigned.

IMPACT OF THIS ACTION

C-BEN's consulting services will provide the college with a quality framework to build CBE programs that will result in an accelerated learning opportunity for students. This may also allow students, who might not otherwise be able to complete their education, to accelerate through their courses and join the workforce on an expedited timeline.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The expenditure for this request is \$124,585 and will be funded from the HEERF grant.

MONITORING AND REPORTING TIMELINE

None

ATTACHMENTS

None

RESOURCE PERSONNEL

Shelley Rinehart	281-922-3447	shelley.rinehart@sjcd.edu
Ann Kokx-Templet	281-998-6103	ann.kokx-templet@sjcd.edu

Item "A"
Regular Board Meeting May 2, 2022

Approval of the Minutes for the April 4, 2022, Workshop and Regular Board Meeting

RECOMMENDATION

The Chancellor requests that the Board of Trustees approve the minutes for the April 4, 2022, Workshop and Regular Board Meeting.

San Jacinto College District Board Workshop April 4, 2022

The Board of Trustees of the San Jacinto Community College District met at 5:00 p.m., Monday, April 4, 2022, in Room 201 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

MINUTES

	Board Workshop Attendees:	Board Members: Erica Davis Rouse, Marie Flickinger, Dan Mims, John Moon, Jr., Keith Sinor, Dr. Ruede Wheeler, Larry Wilson Chancellor: Brenda Hellyer Other: Jim Byrom (attorney – via conference call), Teri Crawford, Melissa Mihalick (attorney – via conference call), Sandra Ramirez, Mandi Reiland, Laurel Williamson, Teri Zamora
	Agenda Item:	Discussion/Information
I.	Call the Meeting to Order	Board Chair, Marie Flickinger, called the workshop to order at 5:01 p.m.
II.	Roll Call of Board Members	Board Chair Flickinger conducted a roll call of the Board members: Erica Davis Rouse Marie Flickinger Dan Mims (arrived during closed session) John Moon, Jr. Keith Sinor Dr. Ruede Wheeler Larry Wilson (arrived during closed session)
III.	Adjournment to closed or executive session pursuant to Texas Government Code Section 551.071 and 551.074 of the Texas Open Meetings Act, for the following	Board Chair Flickinger adjourned to closed session at 5:03 p.m. The Board members listed above as attending, Chancellor Brenda Hellyer, Sandra Ramirez, Mandi Reiland, and Teri Zamora were present for the closed session. Teri Crawford attended a portion of the closed session as indicated below.

	<p>purposes: Legal Matters and Personnel Matters</p>	<p>a. Legal Matters - For the purpose of a private consultation with the Board’s attorney on any or all subjects or matters authorized by law.</p> <ul style="list-style-type: none"> • Conference call with attorney Jim Byrom. Teri Crawford attended this portion of the legal matters. • Conference call with attorney Melissa Mihalick <p>b. Personnel Matters - 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.</p> <ul style="list-style-type: none"> • Board member Larry Wilson arrived for this portion.
	<p>Reconvene in Open Meeting</p>	<p>Board Chair Flickinger reconvened to open meeting at 6:17 p.m.</p>
<p>IV.</p>	<p>Review of Market Premiums and Stipends</p>	<p>Sandra Ramirez provided an overview of the market premium increases for nursing and respiratory care instructors. The College currently has seven Associate Degree Nursing (ADN) and five vocational nursing positions posted. One Bachelor’s of Science in Nursing (BSN) position will also be posted.</p> <p>She explained that Human Resources met with the Health and Natural Sciences Deans in early March to discuss how to retain and recruit nursing staff. The current situation is reminiscent of what occurred in 2018-2019 when the College had a nursing shortage, which resulted in increasing the market premium. She reported that there is a nationwide shortage of nurses and nursing instructors. This has been an ongoing situation and COVID made it worse, which has increased the difficulty to hire and attract nurses. Hospitals are offering sign on bonuses in the amount of \$10,000 - \$20,000.</p> <p>She provided an overview of what the Deans recommended for revisions to the 2021-2022 stipends and market premium salary schedule, including a one-time stipend payment for the Certified Nurse Educators certification. The College is looking at increasing the BSN, ADN, and Vocational Nursing (VN) faculty annual premium to \$18,000. The respiratory care faculty will receive an increase in market premium to \$800 per month. The market premium for part-time nursing faculty will increase from \$5 to \$8 per contact hour. The total</p>

		<p>projected cost for these increases is \$506,778. This recommendation is being brought to the Board to be put into effect immediately. Sandra provided data showing an increase of the turnover rates for the nursing faculty since fiscal year 2017.</p> <p>Erica Davis Rouse asked what the respiratory care faculty pay is currently. Sandra responded that their current market premium is \$3,336 a year and this increased premium will put them at \$9,600 a year.</p> <p>Brenda explained that this increase in pay would be effective immediately so recruiting can begin, and adjustments will also be made for current faculty. She assured the Board that we have the budget for this increase, and we anticipate this will help with recruitment and retention. This increase is required for us to continue the quality of our nursing programs.</p> <p>The Board members agreed that this is a good plan.</p>
<p>V.</p>	<p>Review Requirement of Annual Cybersecurity Compliance Training for Board Members</p>	<p>Brenda informed the Board that their Cybersecurity Compliance Training is due on Monday, May 2. An email with a link to access the video they are required to watch will be sent to them tomorrow, April 5.</p>
<p>VI.</p>	<p>Notification of Program Closure, Interior Design</p>	<p>Brenda explained the Board has an action item on the Interior Design program closure for this evening’s meeting. This will include the Associate of Applied Science (AAS) and the Level 2 Certificate.</p> <p>Dr. Laurel Williamson provided an overview of this closure. This is a technical program with courses that will not transfer for a bachelor’s degree pathway, and there are limited jobs available for an interior design associate’s degree. A new program will be developed as an Associate of Arts degree which will transfer to a four-year institution either in the Fine Arts or the Architecture department. She added that the College has worked with our frequently transferred institutions and found the best aligned program is at Sam Houston State University (SHSU). There is an agreement in place with them, and we are working to define a pathway for a transition into SHSU’s interior design program.</p>

		<p>Brenda explained that we are recommending closing the current program, including the degree and certificate, and will provide a teach-out for the remaining 29 students. This action will then be communicated to the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).</p> <p>The Board had no questions regarding this item.</p>
VII.	Review Insurance Renewals	<p>Teri Zamora provided an update on the College’s insurance coverage. Last year, we had \$908 million in assets covered by our insurance. Next year’s coverage will be at \$1.039 billion. These amounts are calculated on a replacement cost basis which is graded by how critical it is to replace a building. The plan is to increase the insurable value on the College’s property insurance by \$131 million (14.4 percent) and liability/casualty coverage by \$31,527 million (10.06 percent). She provided a chart to show what each increase in funds will cover.</p> <p>Erica asked if cyber liability covers if the College was to get hacked and had to pay ransom. Teri responded that it goes into that area but is not comprehensive on coverages.</p> <p>Teri covered unemployment insurance and explained the College contracts through an interlocal agreement with the Texas Association of School Boards (TASB) which includes an “insurance-like product”. This product is not an insurance policy but acts as one. The premiums are based on:</p> <ul style="list-style-type: none"> • Prior college year’s total gross wages • Projected unemployment claims • College’s claims experience for previous four years • Spike occurred in fiscal year 2021 rates due to COVID <p>Brenda added that the Board is being asked to vote on these items as purchase requests this evening.</p>
VIII.	Review Conveyance of Irrigation, Landscape and Sidewalk Facilities to Generation Park Management District	<p>Teri explained that part of the College’s master plan for building at Generation Park was to install sidewalks and irrigation systems and provide landscaping along Lockwood Road according to the specifications of Generation Park Management District. This concept promotes a uniform look near roadways for the entirety of Generation Park. The sidewalks, irrigation systems, and landscaping along the roadways will be transferred for a price of \$10 to the</p>

		Generation Park Management District, who will accept responsibility for the future maintenance and upkeep of infrastructure.
IX.	Update on State and Federal Legislative Sessions	Brenda provided an update on the state and federal legislative sessions. On the federal side, the Omnibus Appropriations Act was approved and includes \$585,000 in Community Project Funding for the College’s EDGE Center. Congressman Troy Nehls sponsored this initiative. Teri Crawford is working through other requests for the next fiscal year. Representative Sylvia Garcia is still working on funding for the Maritime Centers of Excellence Program. On the State side, the Texas Higher Education Coordinating Board (THECB) has released their updated strategic plan. This strategic plan takes the same goals of the previous 60x30 TX plan but expands on the successes and progress of them and targets adult learners.
X.	Review of Calendar	<p>Brenda reviewed the calendar with the Board and asked them to let Mandi Reiland know if they would like to attend any of the events on the calendar.</p> <p>She informed the Board that the April 19 Building and Finance Committee meetings are being cancelled.</p> <p>She thanked the Board members who have sponsored the Foundation gala and reminded them of the date and details.</p>
XI.	General Discussion of Meeting Items	Additional support items around purchasing items were provided to the Board.
XII.	Adjournment	Board Chair Flickinger adjourned the meeting at 6:46 p.m.

**San Jacinto College District
Regular Board Meeting Minutes**

April 4, 2022

The Board of Trustees of the San Jacinto Community College District met at 7:00 p.m., Monday, April 4, 2022, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas for a regular Board Meeting.

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

Chancellor: Brenda Hellyer

Others Present:

Samantha Bartz	Ariyel Johnson	Jennifer Salter
Greg Bartz	Matt Keim	Kevin Satterwhite
Jordyn Bergland	Aaron Knight	Tammy Satterwhite
Teri Crawford	Li Koan	Kevin Satterwhite
Lillie Crow	Ann Kokx-Templett	JT Satterwhite
Joe Debillis	Patrick Lacy	Steven Skeelee
Suzanne DeBlanc	Judy Maima	Danny Snooks
Kim DeLauro	Brittany Miklis	Shannon Solis
Destry Dokes	Dillon Miller	Lana Tran
Annie Forte	Kevin Morris	Trish Weisburg
Jennifer Freyaldenhoven	Courtney Morris	Eddie Weller
Tony Gamage	Mindy Murray	Van Wigginton
Mark Gatewood	Robert Murray	Jamie Williams
Sharada Gollapudi	Saad Nadeem	Laurel Williamson
Connie Gomez	Benn Newman	Muhammad Zain
Rebecca Goosen	Lambrini Nicopoulos	Nancy Zamora
Abbie Grubb	Alexander Okwonna	Juan C. Zamora
Madhu Gyawali	Chuck Oldaker	Joanna Zimmermann
Gita Gyawali	Marie Perrett	
Kevin Hale	Sandra Ramirez	
Allatia Harris	Mandi Reiland	
Asia Hawkins	Sherilyn Reynolds	
Bo Hopper	Kristin Ridlehoover	
Carin Hutchins	Shelley Rinehart	
Robert Jeter III	Eddy Ruiz	

Call the Meeting to order:	Chair Flickinger called the Regular Meeting of the Board of Trustees to order at 7:01 p.m.
Roll Call of Board Members:	Chair Flickinger conducted a roll call of the Board members: Erica Davis Rouse Marie Flickinger Dan Mims John Moon, Jr. Keith Sinor Dr. Ruede Wheeler Larry Wilson
Invocation and Pledges to the Flags:	The invocation was given by Alexander Okwonna. The pledges to the American flag and the Texas flag were led by Keith Sinor.
Special Announcements, Recognitions, Introductions, and Presentations:	<ol style="list-style-type: none"> 1. Teri Crawford recognized Service Wire for its donation. Trish Weisberg with Service Wire provided comments. 2. Kevin Hale recognized the 2021-2022 Honoraria Recipients. 3. Dr. Aaron Knight and Dr. Eddie Weller recognized students from the Honors Program. 4. Dr. Aaron Knight and Jamie Williamson recognized the dance students.
Student Success Presentations:	<ol style="list-style-type: none"> 1. The student success presentation, Holistic KPI Dashboard Update (through Lens of Equity), was presented by George González.
Communications to the Board:	<p>The following items were reviewed and distributed to the Board as communication items.</p> <ol style="list-style-type: none"> 1. A thank you was sent to the Board by Teri Crawford for the plant sent in memory of her father-in-law. 2. April Opportunity News
Public Comment:	<p>There was one citizen that signed up to speak before the Board:</p> <ol style="list-style-type: none"> 1. Robert Jeter III <p>Mandi Reiland read the parameters for public comment. Dr. Hellyer confirmed the topics that were indicated by Mr. Jeter on the public comment request form. Mr. Jeter confirmed his presentation contained complaints about a specific employee.</p>
Closed Session:	Comments regarding matters concerning a complaint or charge against a College employee or Trustee will be heard in closed session unless the individual who is the subject of the charge or complaint requests a public hearing.

Adjournment to closed or executive session pursuant to Texas Government Code Section 551.074, the Texas Open Meetings Act, for the following purposes:

Personnel Matters - Deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear a complaint or charge against a public officer or employee.

The Board of Trustees moved to closed session at 7:47 p.m.

Reconvene to Open Meeting:

The Board of Trustees reconvened to the open meeting at 7:53 p.m.

Informative Reports:

Chair Flickinger. indicated such reports were available in the Board documents and online.

- A. San Jacinto College Financial Statements
 - a. San Jacinto College Financial Statements February 2022
 - b. San Jacinto College Monthly Investment Report February 2022
 - c. San Jacinto College Quarterly Investment Report December 2021 – February 2022
- B. San Jacinto College Foundation Financial Statements
- C. Capital Improvement Program
- D. San Jacinto College Board Building Committee Minutes
- E. San Jacinto College Board Finance Committee Minutes

**Motion 10186
Consideration of
Approval of
Amendment to the
2021-2022 Budget for
Restricted Revenue
and Expenses
Relating to Federal
and State Grants**

Motion was made by Larry Wilson, seconded by Keith Sinor, for approval of Amendment to the 2021-2022 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants.

Motion Carried.

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

**Motion 10187
Consideration of
Rescission of Policy
IV-E-4 Solicitation of
Business of Optional
Retirement and Tax-
Sheltered Annuities
Representatives –
Second Reading**

Motion was made by Dr. Ruede Wheeler, seconded by John Moon, Jr., for approval of rescission of Policy IV-E-4 Solicitation of Business of Optional Retirement and Tax-Sheltered Annuities Representatives – Second Reading.

Motion Carried.

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

Motion 10188
Consideration of
Approval of Policy
IV.4000.M,
Retirement Plan for
Full-time Employees
– Second Reading

Motion was made by Dan Mims, seconded by Erica Davis Rouse, for approval of Policy IV.4000.M, Retirement Plan for Full-time Employees – Second Reading.

Motion Carried.

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

Motion 10189
Consideration of
Approval of Policy
IV.4003.E, Employee
Referral Program –
Second Reading

Motion was made by John Moon, Jr., seconded by Larry Wilson, for approval of Policy IV.4003.E, Employee Referral Program – Second Reading.

Motion Carried.

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

Motion 10190
Consideration of
Approval of
Memorandum of
Understanding with
Friendswood ISD for
Dual Credit

Motion was made by Dr. Ruede Wheeler, seconded by Larry Wilson, for approval of Memorandum of Understanding with Friendswood ISD for Dual Credit.

Motion Carried.

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

Motion 10191
Consideration of
Approval of
Interlocal
Participation
Agreement with
Texas Association of
School Boards Risk
Management Fund

Motion was made by Keith Sinor, seconded by John Moon, Jr., for approval of Interlocal Participation Agreement with Texas Association of School Boards Risk Management Fund.

Motion Carried.

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

Motion 10192
Consideration of
Approval to Grant
Maintenance
Easement

Motion was made by Dan Mims, seconded by Erica Davis Rouse, for approval to Grant Maintenance Easement.

Motion Carried.

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

**Motion 10193
Consideration of
Program Closure,
Interior Design**

Motion was made by John Moon, Jr., seconded by Keith Sinor, for approval of Program Closure, Interior Design.

Motion Carried.

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

**Motion 10194
Consideration of
Purchasing Requests**

Motion was made by Dan Mims, seconded by Erica Davis Rouse, for approval of the purchasing requests.

Purchase Request #1	
Contract for Interior LED Lighting Retrofit Project	\$507,537
Purchase Request #2	
Contract for Roof Replacements, S7 & S9	2,215,000
Purchase Request #3	
Additional Funds for Civil Engineering Services	62,000
Purchase Request #4	
Purchase Property Insurance	3,598,010
Purchase Request #5	
Purchase Casualty Insurance	344,954
Purchase Request #6	
Purchase IT Asset Management System	435,296
Purchase Request #7	
Contract for Online Faculty Development Program	430,000
Purchase Request #8	
Purchase Simulation Lab Software and Equipment	236,250
Purchase Request #9	
Renew Contract for Parking Lot Paving and Striping Services	200,000
Purchase Request #10	
Additional Funds for Legal Services	150,000
Purchase Request #11	
Purchase Graduation Event License	100,000
Purchase Request #12	
Additional Funds for Media Buying and Placement Services	250,000
Purchase Request #13	

Amend the Contract for Collection of Delinquent Ad Valorem Taxes

-

TOTAL OF PURCHASE REQUESTS

\$8,529,047

Motion Carried.

Yeas: Davis Rouse, Mims, Moon, Sinor, Wheeler, Wilson

Nays: None

**Motion 10195
Consent Agenda**

Motion was made by Dr. Ruede Wheeler, seconded by Larry Wilson, to approve the consent agenda.

- A. Approval of the Minutes for the March 7, 2022, Workshop and Regular Board Meeting
- B. Approval of the Budget Transfers
- C. Approval of Personnel Recommendations, 2021-2022 Part-Time Hourly Rate Schedule, and 2021-2022 Stipends and Market Premiums
- D. Approval of the Affiliation Agreements
- E. Approval of the Next Regularly Scheduled Meeting on May 2, 2022

Motion Carried.

Yeas: Davis Rouse, Mims, Moon, Sinor, Wheeler, Wilson

Nays: None

**Items for Discussion/
Possible Action**

There were no additional items discussed.

Adjournment:

Chair Marie Flickinger adjourned the meeting at 8:00 p.m.

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve budget transfers for March which have been made in accordance with appropriate accounting procedures.

BACKGROUND

Adoption of the budget by the Board of Trustees prior to September 1 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, Public Service, 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 living 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 allows 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

Teri Zamora	281-998-6306	teri.zamora@sjcd.edu
Carin Hutchins	281-998-6109	carin.hutchins@sjcd.edu
Dianne Duron	281-998-6347	dianne.duron@sjcd.edu

SAN JACINTO COLLEGE DISTRICT
 Budget Transfers Related to Fiscal Year 2021-22
 for March 2022

ELEMENT OF COST	DEBIT	CREDIT
INSTRUCTION	\$ 44,000	\$ 39,578
PUBLIC SERVICE	\$ -	\$ -
ACADEMIC SUPPORT	\$ 22,165	\$ 68,601
STUDENT SERVICES	\$ 4,825	\$ 642
INSTITUTIONAL SUPPORT	\$ 46,442	\$ 17,102
PHYSICAL PLANT	\$ 9,134	\$ 642
AUXILIARY ENTERPRISES	\$ -	\$ -
	\$ 126,566	\$ 126,566

RECOMMENDATION

The administration recommends that the Board of Trustees approve the following Affiliation Agreements:

North Campus

<u>Department</u>	<u>Affiliation Entity</u>
Mental Health	New Choices Treatment Center
Nursing	Cenikor
Nursing	East Houston Medical Center

South Campus

<u>Department</u>	<u>Affiliation Entity</u>
Occupational Therapy Assistant	Interfaith CarePartners
Physical Therapy Assistant	Pinpoint Rehab

Central Campus

<u>Department</u>	<u>Affiliation Entity</u>
Eye Care Technology	Harris County Hospital District dba Harris Health System
Eye Care Technology	Retina Consultants of Texas
Eye Care Technology	Galveston Eye Group, PA dba Eye Clinic of Texas Laser Center
Medical Laboratory Technology	Texas Children’s Hospital
Eye Care Technology	Clear Point Vision

RATIONALE

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

FISCAL IMPLICATIONS TO THE COLLEGE

N/A

CONTACT PERSONNEL

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Item “E”
Regular Board Meeting May 2, 2022
Approval of the Next Regularly Scheduled Meeting

RECOMMENDATION

The next regularly scheduled meeting of the Board of Trustees will be Monday, June 6, 2022.