

***Board of Trustees
Meeting***

December 7, 2020

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

The Board of Trustees of the San Jacinto Community College District will meet by videoconference at 5:00 p.m., Monday, December 7, 2020, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas. Due to health and safety concerns related to COVID-19, this workshop will be available to the public via a live-stream. At least a quorum of the Board will be present in accordance with the provisions of Sections 551.125 or 551.127 of the Texas Government Code that have not been suspended by order of the governor.

Members of the public may access the live-stream of this workshop 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 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.
- IV. Reconvene in Open Meeting**
- V. Review of 2019-2020 Comprehensive Annual Financial Report**
- VI. Review Plan for Upcoming Issuance of General Obligation Bonds, Refinancing and Defeasance**
- VII. Proposed Reallocation within 2015 Bond Proceeds**
- VIII. Review of Board Election Calendar**
- IX. Update on COVID-19 Responses and Spring Plans**
- X. Overview of Workforce Training Programs**
- XI. Review Revised Associate of Arts and Associate of Science Degrees, and Core Curriculum Changes**
- XII. Review of Calendar**
- XIII. General Discussion of Meeting Items**
- XIV. 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, December 3, 2020, this notice was posted, in accordance with the provisions of Sections 551.125 or 551.127 of the Texas Government Code that have not been suspended by order of the governor, on the College’s website, and is readily accessible to the public upon request.

Brenda Hellyer, Ed.D.

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

The Board of Trustees of the San Jacinto Community College District will meet by videoconference at 7:00 p.m. on Monday, December 7, 2020 in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas. Due to health and safety concerns related to COVID-19, this meeting will be available to the public via a live stream. At least a quorum of the Board will be present in accordance with the provisions of Sections 551.125 or 551.127 of the Texas Government Code that have not been suspended by order of the governor.

Members of the public may access the live-stream of this meeting 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 December 7, 2020. After completion of the form, the requestor will be sent call-in information for joining the meeting. Registered participants will be allotted five minutes to address the Board of Trustees during the “Hearing of Such Citizens or Groups of Citizens Desiring to be Heard Before the Board” 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. Invocation and Pledge to the Flags**
- IV. Special Announcements, Recognitions, Introductions, and Presentations**
 - Announcement of Meeting Process Mandi Reiland
- V. Student Success Presentations**
 - High School Capture Rate and Outreach and Recruiting Update George González
Joanna Zimmermann
Jose DejesusGil

- VI. Communications to the Board of Trustees**
- VII. Hearing of Such Citizens or Groups of Citizens Desiring to be Heard Before the Board**
- VIII. Informative Reports to the Board**
 - A. San Jacinto College Financial Statements
 - a. San Jacinto College Financial Statements October 2020
 - b. San Jacinto College Monthly Investment Report October 2020
 - B. San Jacinto College Foundation Financial Statements October 2020
 - a. October 2020
 - b. Financial Audit June 30, 2020 and 2019
 - C. Capital Improvement Program

ACTION ITEMS

- IX. Consideration of Approval of Rescission of Policy VI-G, Policy on Semester Reports – Second Reading**
- X. Consideration of Approval of Policy V.5001.C, Student Final Grade Appeal – Second Reading**
- XI. Consideration of Approval of 2021-2022 Academic Calendar**
- XII. Consideration of Acceptance of the 2019-2020 Comprehensive Annual Financial Report**
- XIII. Consideration of Approval of Financing Team and Related Expenditures**
- XIV. Consideration of Approval to Adopt an Order Authorizing the Issuance of San Jacinto Community College District Limited Tax General Obligation Building and/or Refunding Bonds; Setting Certain Parameters for the Bonds; Authorizing the Vice Chancellor of Fiscal Affairs to Approve the Amount, the Interest Rate, Price, Including the Terms Thereof and Certain Other Procedures and Provisions Related Thereto**
- XV. Consideration and Approval of Resolution Authorizing the Defeasance of Bonds**
- XVI. Consideration of Approval of Revised Associate of Arts and Associate of Science Degrees, and Core Curriculum Changes**

PURCHASING REQUESTS

- XVII. Consideration of Purchasing Requests**

CONSENT AGENDA

- XVIII. 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 November 2, 2020, Workshop and Regular Board Meeting**
 - B. Approval of the Budget Transfers**
 - C. Approval of Personnel Recommendations and Extra Service Agreements**
 - D. Approval of the Affiliation Agreements**
 - E. Approval of the Next Regularly Scheduled Meeting**

- XIX. Items for Discussion/Possible Action**

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

XX. Adjournment

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 decisiosn, 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, December 3, 2020, this notice was posted, in accordance with the provisions of Sections 551.125 or 551.127 of the Texas Government Code that have not been suspended by order of the governor, on the College’s website, and is readily accessible to the public upon request.

San Jacinto College Financial Statements
October 2020

SAN JACINTO COMMUNITY COLLEGE DISTRICT
Statement of Net Position-PRELIMINARY
October 31,

<u>Assets</u>	<u>2020</u>	<u>2019</u>
Current assets:		
Cash and cash equivalents	\$ 73,619,551	\$ 69,961,786
Accounts receivable - taxes	4,476,059	3,183,068
Accounts receivable	15,892,242	18,798,893
Deferred charges	1,687,081	1,472,037
Inventories	366,250	356,016
Total current assets	<u>96,041,183</u>	<u>93,771,800</u>
Noncurrent assets:		
Restricted cash and cash equivalents	91,021,252	181,756,105
Capital assets, net	642,611,220	562,515,941
Total noncurrent assets	<u>733,632,472</u>	<u>744,272,046</u>
Total assets	<u>829,673,655</u>	<u>838,043,846</u>
Deferred outflows of resources:		
Deferred outflow related to pensions	20,383,403	25,781,981
Deferred outflow related to OPEB	17,632,637	20,497,036
Deferred outflow related to defeased debt	7,476,310	8,758,041
Total deferred outflows of resources	<u>45,492,350</u>	<u>55,037,058</u>
<u>Liabilities</u>		
Current liabilities:		
Accounts payable	14,037,936	15,333,964
Accrued liabilities	5,319,123	6,312,884
Accrued compensable absences and deferred compensation	2,741,917	2,216,388
Deferred revenues	600,824	628,948
Total current liabilities	<u>22,699,800</u>	<u>24,492,184</u>
Noncurrent liabilities:		
Net pension liability	45,813,261	49,494,145
Net OPEB liability	107,182,217	95,083,178
Bonds and notes payable	576,011,810	590,981,327
Total noncurrent liabilities	<u>729,007,288</u>	<u>735,558,650</u>
Total liabilities	<u>751,707,088</u>	<u>760,050,834</u>
Deferred inflows of resources -		
Deferred inflows related to pensions	9,070,812	6,771,550
Deferred inflows related to OPEB	26,740,139	36,803,285
Total deferred inflows of resources	<u>35,810,951</u>	<u>43,574,835</u>
<u>Net assets</u>		
Beginning of year	80,169,233	76,748,779
Current year addition	7,478,733	12,706,456
Total net position-PRELIMINARY	<u>\$ 87,647,966</u>	<u>\$ 89,455,235</u>

The year-end financial statements for August 31, 2020, are not final. They are pending final audit review which should be complete in mid-December which may impact beginning balances.

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position-PRELIMINARY
For the Two Months Ended October 31, 2020

11 Unrestricted Funds

	Adjusted Budget	Actual (16.67%)	% Actual to Adjusted Budget	10/31/19	% of 8/31/20 Actual
REVENUES:					
State Appropriations	\$ 42,079,966	\$ 10,101,667	24.01	10,102,163	24.00
Local Taxes - Maintenance & Operations	72,940,110	183,878	0.25	174,208	0.24
Credit Tuition	63,667,000	34,018,381	53.43	38,943,491	62.15
Non-Credit Tuition					
CPET	480,000	42,949	8.95	-	-
Maritime Transportation	1,200,000	282,047	23.50	236,128	23.83
Continuing Professional Development	4,400,000	984,372	22.37	1,140,762	23.55
Credit Exemptions & Waivers	(7,900,000)	(4,064,247)	51.45	(3,755,134)	47.38
Bad Debt	(1,900,000)	(316,667)	16.67	(283,334)	16.67
Sales & Services	1,535,000	347,161	22.62	335,120	9.34
Investment Income	500,000	31,553	6.31	219,811	20.75
Total	<u>177,002,076</u>	<u>41,611,094</u>	<u>23.51</u>	<u>47,113,215</u>	<u>26.60</u>
EXPENDITURES:					
Instruction	68,371,981	12,065,482	17.65	13,140,860	18.86
Public Service	5,122,707	900,926	17.59	866,702	13.66
Academic Support	15,712,947	2,969,173	18.90	3,048,161	21.65
Student Services	16,581,805	2,084,903	12.57	2,291,389	16.57
Institutional Support	45,127,259	6,944,782	15.39	7,057,542	16.46
Physical Plant	22,899,763	2,283,102	9.97	2,626,506	13.79
Total	<u>173,816,462</u>	<u>27,248,368</u>	<u>15.68</u>	<u>29,031,160</u>	<u>17.51</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	3,517,030	(4,899)	(0.14)	18,524	0.54
Net Increase (Decrease) in Net Position	<u>\$ (331,416)</u>	<u>\$ 14,367,625</u>		<u>\$ 18,063,531</u>	

The year-end financial statements for August 31, 2020, are not final. They are pending final audit review which should be complete in mid-December which may impact beginning balances.

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position-PRELIMINARY
For the Two Months Ended October 31, 2020

Federal Restricted Funds

	Adjusted Budget	Actual (16.67%)	% Actual to Adjusted Budget	10/31/19	% of 8/31/20 Actual
REVENUES:					
Grants	\$ 57,484,704	\$ 14,197,322	24.70	\$ 13,200,931	25.41
Total	<u>57,484,704</u>	<u>14,197,322</u>	<u>24.70</u>	<u>13,200,931</u>	<u>25.41</u>
EXPENDITURES:					
Instruction	1,375,992	41,867	3.04	84,843	10.31
Public Service	297,638	65,787	-	37,083	18.77
Academic Support	8,450,738	393,794	4.66	292,187	6.67
Student Services	137,489	48,660	35.39	89,848	24.89
Institutional Support	1,652,738	115,805	7.01	135,102	14.02
Scholarships and Fellowships	45,570,109	13,531,409	29.69	12,561,868	27.78
Total	<u>57,484,704</u>	<u>14,197,322</u>	<u>24.70</u>	<u>13,200,931</u>	<u>25.41</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ -</u>		<u>\$ -</u>	

The year-end financial statements for August 31, 2020, are not final. They are pending final audit review which should be complete in mid-December which may impact beginning balances.

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position-PRELIMINARY
For the Two Months Ended October 31, 2020

State Restricted Funds

	Adjusted Budget	Actual (16.67%)	% Actual to Adjusted Budget	10/31/19	% of 8/31/20 Actual
REVENUES:					
State Paid Benefits	\$ 11,597,879	\$ 1,979,765	17.07	\$ 1,987,024	16.69
Grants	3,407,133	965,336	28.33	963,834	32.04
Total	<u>15,005,012</u>	<u>2,945,101</u>	<u>19.63</u>	<u>2,950,858</u>	<u>19.79</u>
EXPENDITURES:					
Instruction	5,559,804	1,185,179	21.32	645,365	11.17
Public Service	359,344	52,446	14.59	39,107	11.54
Academic Support	1,590,106	189,685	11.93	140,438	7.28
Student Services	1,581,125	280,390	17.73	173,132	11.23
Institutional Support	3,210,866	306,032	9.53	1,070,507	29.83
Scholarships and Fellowships	2,703,767	931,369	34.45	882,309	50.63
Total	<u>15,005,012</u>	<u>2,945,101</u>	<u>19.63</u>	<u>2,950,858</u>	<u>19.79</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>	

The year-end financial statements for August 31, 2020, are not final. They are pending final audit review which should be complete in mid-December which may impact beginning balances.

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position-PRELIMINARY
For the Two Months Ended October 31, 2020

Local Restricted Funds

	<u>Adjusted Budget</u>	<u>Actual (16.67%)</u>	<u>% Actual to Adjusted Budget</u>	<u>10/31/19</u>	<u>% of 8/31/20 Actual</u>
REVENUES:					
Local Grants	\$ 3,029,332	\$ 411,020	13.57	\$ 829,581	29.96
Total	<u>3,029,332</u>	<u>411,020</u>	<u>13.57</u>	<u>829,581</u>	<u>29.96</u>
EXPENDITURES:					
Instruction	32,019	-	-	37,496	93.01
Public Service	216,216	27	0.01	18,526	10.59
Academic Support	1,023,083	47,232	4.62	42,567	7.05
Student Services	38,986	4,567	11.71	15,405	39.82
Institutional Support	47,508	-	-	1,727	5.59
Scholarships and Fellowships	1,910,000	348,115	18.23	728,153	34.60
Total	<u>3,267,812</u>	<u>399,941</u>	<u>12.24</u>	<u>843,874</u>	<u>28.19</u>
TRANSFERS AMONG FUNDS:					
Transfers In	(238,480)	4,899	(2.05)	(18,524)	10.14
Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ 6,180</u>		<u>\$ 4,231</u>	

The year-end financial statements for August 31, 2020, are not final. They are pending final audit review which should be complete in mid-December which may impact beginning balances.

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position-PRELIMINARY
For the Two Months Ended October 31, 2020

27 Texas Public Education Grant

	<u>Adjusted Budget</u>	<u>Actual (16.67%)</u>	<u>% Actual to Adjusted Budget</u>	<u>10/31/19</u>	<u>% of 8/31/20 Actual</u>
REVENUES:					
Credit Tuition	<u>\$ 3,000,000</u>	<u>\$ 1,599,894</u>	<u>53.33</u>	<u>\$ 1,828,777</u>	<u>61.25</u>
Total	<u>3,000,000</u>	<u>1,599,894</u>	<u>53.33</u>	<u>1,828,777</u>	<u>61.25</u>
EXPENDITURES:					
Scholarships and Fellowships	<u>3,500,000</u>	<u>1,318,457</u>	<u>37.67</u>	<u>791,379</u>	<u>30.52</u>
Total	<u>3,500,000</u>	<u>1,318,457</u>	<u>37.67</u>	<u>791,379</u>	<u>30.52</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	<u><u>\$ (500,000)</u></u>	<u><u>\$ 281,437</u></u>		<u><u>\$ 1,037,398</u></u>	

The year-end financial statements for August 31, 2020, are not final. They are pending final audit review which should be complete in mid-December which may impact beginning balances.

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position-PRELIMINARY
For the Two Months Ended October 31, 2020

28 Private Gifts and Donations

	<u>Adjusted Budget</u>	<u>Actual (16.67%)</u>	<u>% Actual to Adjusted Budget</u>	<u>10/31/19</u>	<u>% of 8/31/20 Actual</u>
REVENUES:					
Sales & Service	\$ -	\$ 24,613	-	\$ 443	-
Total	<u>-</u>	<u>24,613</u>	<u>-</u>	<u>443</u>	<u>-</u>
EXPENDITURES:					
Instruction	-	3,869	-	260	-
Scholarships and Fellowships	-	13,715	-	-	-
Total	<u>-</u>	<u>17,584</u>	<u>-</u>	<u>260</u>	<u>-</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>\$ 7,029</u>		<u>\$ 183</u>	

The year-end financial statements for August 31, 2020, are not final. They are pending final audit review which should be complete in mid-December which may impact beginning balances.

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position-PRELIMINARY
For the Two Months Ended October 31, 2020

Auxiliary Enterprises

	<u>Adjusted Budget</u>	<u>Actual (16.67%)</u>	<u>% Actual to Adjusted Budget</u>	<u>10/31/19</u>	<u>% of 8/31/20 Actual</u>
REVENUES:					
Auxiliary Services	\$ 2,753,200	\$ 536,529	19.49	\$ 1,003,578	38.19
Total	<u>2,753,200</u>	<u>536,529</u>	<u>19.49</u>	<u>1,003,578</u>	<u>38.19</u>
EXPENDITURES:					
Non-Instructional Labor	341,289	27,915	8.18	75,314	18.02
Benefits	44,343	57,506	129.68	65,347	16.69
Supplies	361,200	8,610	2.38	113,183	29.40
Travel	169,441	3,203	1.89	26,373	22.01
Contracted Services	398,420	6,924	1.74	37,664	16.91
Scholarships and Fellowships	1,267,916	339,338	26.76	385,642	27.89
Utilities	200	-	-	-	-
Total	<u>2,582,809</u>	<u>443,496</u>	<u>17.17</u>	<u>703,523</u>	<u>24.10</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	<u>\$ 170,391</u>	<u>\$ 93,033</u>		<u>\$ 300,055</u>	

The year-end financial statements for August 31, 2020, are not final. They are pending final audit review which should be complete in mid-December which may impact beginning balances.

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position-PRELIMINARY
For the Two Months Ended October 31, 2020

95 Retirement of Indebtedness

	Adjusted Budget	Actual (16.67%)	% Actual to Adjusted Budget	10/31/19	% of 8/31/20 Actual
REVENUES:					
Investment Income	\$ -	\$ 1,613	-	\$ 48,014	19.55
Local Taxes - Debt Service	<u>36,920,763</u>	<u>90,432</u>	<u>0.24</u>	<u>72,200</u>	<u>0.19</u>
Total	<u>36,920,763</u>	<u>92,045</u>	<u>0.25</u>	<u>120,214</u>	<u>0.32</u>
EXPENDITURES:					
Institutional Support - Principal	15,980,930	-	-	-	-
Institutional Support - Interest	<u>24,218,383</u>	<u>3,995,460</u>	<u>16.50</u>	<u>4,723,945</u>	<u>17.65</u>
Total	<u>40,199,313</u>	<u>3,995,460</u>	<u>9.94</u>	<u>4,723,945</u>	<u>12.02</u>
TRANSFERS AMONG FUNDS:					
Transfers In	(3,278,550)	-	-	-	-
Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Adjustment for Debt Principal Payment ¹	<u>(15,980,930)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ 15,980,930</u>	<u>\$ (3,903,415)</u>		<u>\$ (4,603,731)</u>	

1

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.

The year-end financial statements for August 31, 2020, are not final. They are pending final audit review which should be complete in mid-December which may impact beginning balances.

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position-PRELIMINARY
For the Two Months Ended October 31, 2020

97 Investment in Plant

	<u>Adjusted Budget</u>	<u>Actual (16.67%)</u>	<u>% Actual to Adjusted Budget</u>	<u>10/31/19</u>	<u>% of 8/31/20 Actual</u>
EXPENDITURES:					
Depreciation	<u>\$ 20,500,000</u>	<u>\$ 3,565,771</u>	<u>17.39</u>	<u>\$ 2,696,714</u>	<u>17.80</u>
Total	<u>20,500,000</u>	<u>3,565,771</u>	<u>17.39</u>	<u>2,696,714</u>	<u>17.80</u>
Adjustment for Capital Purchases ¹	<u>-</u>	<u>(159,705)</u>	<u>-</u>	<u>(24,654)</u>	<u>-</u>
TRANSFERS AMONG FUNDS:					
Transfers In	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u><u>\$ (20,500,000)</u></u>	<u><u>\$ (3,406,066)</u></u>		<u><u>\$ (2,672,060)</u></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.

The year-end financial statements for August 31, 2020, are not final. They are pending final audit review which should be complete in mid-December which may impact beginning balances.

For the Two Months Ended October 31, 2020

Consolidated -All Funds
(Not Including Capital Improvement Program)

	Adjusted Budget	Actual (16.67%)	% Actual to Adjusted Budget	10/31/19	% of 8/31/20 Actual
REVENUES:					
State Appropriations	\$ 53,677,845	\$ 12,081,432	22.51	\$ 12,089,187	22.39
Local Taxes - Maintenance & Operations	72,940,110	183,878	0.25	174,208	0.24
Local Taxes - Debt Service	36,920,763	90,432	0.24	72,200	0.19
Credit Tuition	66,667,000	35,618,275	53.43	40,772,268	62.11
Non-Credit Tuition					
CPET	480,000	42,949	8.95	-	-
Maritime Transportation	1,200,000	282,047	23.50	236,128	23.83
Continuing Professional Development	4,400,000	984,372	22.37	1,140,762	23.55
Credit Fees	-	-	-	-	0.00
Credit Exemptions & Waivers	(7,900,000)	(4,064,247)	51.45	(3,755,134)	47.38
Bad Debt	(1,900,000)	(316,667)	16.67	(283,334)	16.67
Sales & Services	1,535,000	371,774	24.22	335,563	9.09
Investment Income	500,000	33,166	6.63	267,825	20.53
Investment Income - San Jac Tomorrow Program	-	32,910	-	576,849	31.65
Auxiliary Services	2,753,200	536,529	19.49	1,003,578	38.19
Grants	60,891,837	15,162,658	24.90	14,164,765	25.77
Local Grants	3,029,332	411,020	13.57	829,581	29.96
Total	<u>295,195,087</u>	<u>61,450,528</u>	<u>20.82</u>	<u>67,624,446</u>	<u>23.18</u>
EXPENDITURES:					
Instruction	75,339,796	13,296,397	17.65	13,908,824	18.21
Public Service	5,995,905	1,019,186	17.00	961,418	13.63
Academic Support	26,776,874	3,599,884	13.44	3,523,353	16.78
Student Services	18,339,405	2,418,520	13.19	2,569,774	16.29
Institutional Support	90,237,684	11,362,079	12.59	12,988,823	17.50
Physical Plant	22,899,763	2,283,102	9.97	2,626,506	13.79
Scholarships and Fellowships	53,683,876	16,143,065	30.07	14,963,709	28.96
Auxiliary Enterprises	2,582,809	443,496	17.17	703,523	24.10
Depreciation	20,500,000	3,565,771	17.39	2,696,714	17.80
Total	<u>316,356,112</u>	<u>54,131,500</u>	<u>17.11</u>	<u>54,942,644</u>	<u>19.40</u>
TRANSFERS AMONG FUNDS:					
Transfers In	(3,517,030)	4,899	(0.14)	(18,524)	0.54
Transfers Out	3,517,030	(4,899)	(0.14)	18,524	0.54
Adjustment for Debt Principal Payment ¹	(15,980,930)	-	-	-	-
Adjustment for Capital Purchases ¹	(425,341)	(159,705)	37.55	(24,654)	1.89
OTHER REVENUES, EXPENSES, GAINS, LOSSES, AND EXTRAORDINARY ITEMS:					
Extraordinary Item - Hurricane Ike Expenses	-	-	-	-	-
Extraordinary Item - Hurricane Ike Proceeds	-	-	-	-	-
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ (4,754,754)</u>	<u>\$ 7,478,733</u>		<u>\$ 12,706,456</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.

The year-end financial statements for August 31, 2020, are not final. They are pending final audit review which should be complete in mid-December which may impact beginning balances.

Capital Improvement Program

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position-PRELIMINARY
For the Two Months Ended October 31, 2020

91 Capital Projects

	Adjusted Budget	Actual (16.67%)	10/31/19
REVENUES:			
Investment Income	\$ -	\$ 32,910	\$ 576,849
Total	-	32,910	576,849
EXPENDITURES:			
Bond Programs	-	4,770,183	5,902,764
Total	-	4,770,183	5,902,764
Net Increase (Decrease) in Net Position	\$ -	\$ (4,737,273)	\$ (5,325,915)

The year-end financial statements for August 31, 2020, are not final. They are pending final audit review which should be complete in mid-December which may impact beginning balances.

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position-PRELIMINARY
For the Two Months Ended October 31, 2020

93 Generation Park Clear Lake Land Proceeds

	Adjusted Budget	Actual (16.67%)	10/31/19
REVENUES:			
Land Sale Proceeds	\$ -	\$ -	\$ -
Total	-	-	-
EXPENDITURES:			
Generation Park	-	5,492	1,429,360
Total	-	5,492	1,429,360
TRANSFERS AMONG FUNDS:			
Transfers In	-	-	-
Transfers Out	-	-	-
Net Increase (Decrease) in Net Position	\$ -	\$ (5,492)	\$ (1,429,360)

The year-end financial statements for August 31, 2020, are not final. They are pending final audit review which should be complete in mid-December which may impact beginning balances.

**San Jacinto College Financial Statements
Monthly Investment Report October 2020**

SAN JACINTO COMMUNITY COLLEGE DISTRICT
Cash, Cash Equivalents, and Investments
Portfolio Summary Report
Period Ending October 31, 2020

		<u>Fair Value</u>	<u>Book Value</u>
Beginning Value	October 1, 2020	\$ 172,407,814	\$ 172,407,814
Additions/Subtractions (Net)		(7,767,011)	(7,767,011)
Change in Fair Value*		-	-
Ending Value	October 31, 2020	<u>\$ 164,640,803</u>	<u>\$ 164,640,803</u>

Earnings for October \$ 31,770

WAM at Ending Period Date (Days) 1.00

*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:



 William E. Dickerson
 Director of Accounting & Financial Services

Reviewed by:



 Carin Hutchins
 Associate Vice Chancellor of Finance

Reviewed by:



 Teri Zamora
 Vice Chancellor of Fiscal Affairs

SAN JACINTO COMMUNITY COLLEGE DISTRICT
Cash, Cash Equivalents, and Investments
Weighted Average to Maturity
October 31, 2020

Description	Held At	Annualized Interest Rate	Purchase Date	Maturity	Par	Fair Value	Book Value	% of Total Days to Portfolio Maturity	Weighted Avg. Mat.																																																																																																																								
Short-Term Investments - Cash & Cash Equivalents																																																																																																																																	
Credit Cards in Transit	Heartland	N/A	N/A	11/01/20	N/A	\$ 22,611	\$ 22,611	0.01%	1																																																																																																																								
JPMorgan Accounts Payable Disbursements	JPMorgan Chase Bank	N/A	N/A	11/01/20	N/A	(444,473)	(444,473)	-0.27%	1																																																																																																																								
JPMorgan Operating	JPMorgan Chase Bank	N/A	N/A	11/01/20	N/A	2,214,395	2,214,395	1.34%	1																																																																																																																								
JPMorgan Payroll	JPMorgan Chase Bank	N/A	N/A	11/01/20	N/A	(45,499)	(45,499)	-0.03%	1																																																																																																																								
JPMorgan Workmen's Comp	JPMorgan Chase Bank	N/A	N/A	11/01/20	N/A	(6,417)	(6,417)	0.00%	1																																																																																																																								
Petty Cash	Campus Business Offices	N/A	N/A	11/01/20	N/A	20,025	20,025	0.01%	1																																																																																																																								
East West MM Operating Account	East West Bank	0.2500%	N/A	11/01/20	N/A	15,006,302	15,006,302	9.11%	1																																																																																																																								
Texas Citizens Bank	Texas Citizens Bank	0.4000%	N/A	11/01/20	N/A	248,023	248,023	0.15%	1																																																																																																																								
LSIP Government Overnight Fund - Operating Funds	Lone Star Investment Poo	0.0866%	N/A	11/01/20	N/A	134,923	134,923	0.08%	1																																																																																																																								
TexPool - Operating	TexPool	0.1335%	N/A	11/01/20	N/A	309,619	309,619	0.19%	1																																																																																																																								
TexPool - PRIME - Operating	TexPool	0.2281%	N/A	11/01/20	N/A	60,011,788	60,011,788	36.45%	1																																																																																																																								
Restricted - Cash & Cash Equivalents																																																																																																																																	
LSIP Government Overnight Fund - 2008 GOB Bond Proceeds	Lone Star Investment Poo	0.0866%	N/A	11/01/20	N/A	2,584,192	2,584,192	1.57%	1																																																																																																																								
LSIP Government Overnight Fund - GOB Debt Service	Lone Star Investment Poo	0.0866%	N/A	11/01/20	N/A	8,947,437	8,947,437	5.43%	1																																																																																																																								
TexPool PRIME - 2019 Bond Proceeds (New 02/26/2019)	TexPool	0.2281%	N/A	11/01/20	N/A	75,637,877	75,637,877	45.94%	1																																																																																																																								
Grand Total Short-Term Investments and Cash & Cash Equivalents						\$ 164,640,803	\$ 164,640,803	100.00%	1.00																																																																																																																								
<table border="0" style="width: 100%;"> <tr> <td style="width: 10%;"></td> <td style="width: 10%; text-align: center;">Weighted Average to Maturity at Ending Period Date (Days)</td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> <td style="width: 10%;"></td> </tr> <tr> <td>CAFR Note 4</td> <td></td> <td>\$</td> <td>20,025</td> <td>Petty cash on hand</td> <td></td> <td></td> <td></td> <td></td> <td>0.00</td> </tr> <tr> <td></td> <td></td> <td>\$</td> <td>147,625,836</td> <td>Investment pools</td> <td></td> <td></td> <td></td> <td></td> <td>0.90</td> </tr> <tr> <td></td> <td></td> <td></td> <td>15,254,325</td> <td>Money market</td> <td></td> <td></td> <td></td> <td></td> <td>0.09</td> </tr> <tr> <td></td> <td></td> <td></td> <td>1,740,617</td> <td>Bank deposits - demand deposits</td> <td></td> <td></td> <td></td> <td></td> <td>0.01</td> </tr> <tr> <td></td> <td></td> <td></td> <td>-</td> <td>U. S. government securities and municipal bonds</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td>-</td> <td>Accrued earnings</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td>\$</td> <td><u>164,640,803</u></td> <td>Total cash, cash equivalents and investments</td> <td></td> <td></td> <td></td> <td></td> <td><u>1.00</u></td> </tr> <tr> <td></td> <td></td> <td>\$</td> <td>17,014,967</td> <td>Bank deposits, money market, and petty cash</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td>135,959,284</td> <td>TexPool</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td>11,666,552</td> <td>LSIP</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td>\$</td> <td><u>164,640,803</u></td> <td>SAO report</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>											Weighted Average to Maturity at Ending Period Date (Days)									CAFR Note 4		\$	20,025	Petty cash on hand					0.00			\$	147,625,836	Investment pools					0.90				15,254,325	Money market					0.09				1,740,617	Bank deposits - demand deposits					0.01				-	U. S. government securities and municipal bonds									-	Accrued earnings								\$	<u>164,640,803</u>	Total cash, cash equivalents and investments					<u>1.00</u>			\$	17,014,967	Bank deposits, money market, and petty cash									135,959,284	TexPool									11,666,552	LSIP								\$	<u>164,640,803</u>	SAO report					
	Weighted Average to Maturity at Ending Period Date (Days)																																																																																																																																
CAFR Note 4		\$	20,025	Petty cash on hand					0.00																																																																																																																								
		\$	147,625,836	Investment pools					0.90																																																																																																																								
			15,254,325	Money market					0.09																																																																																																																								
			1,740,617	Bank deposits - demand deposits					0.01																																																																																																																								
			-	U. S. government securities and municipal bonds																																																																																																																													
			-	Accrued earnings																																																																																																																													
		\$	<u>164,640,803</u>	Total cash, cash equivalents and investments					<u>1.00</u>																																																																																																																								
		\$	17,014,967	Bank deposits, money market, and petty cash																																																																																																																													
			135,959,284	TexPool																																																																																																																													
			11,666,552	LSIP																																																																																																																													
		\$	<u>164,640,803</u>	SAO report																																																																																																																													

SAN JACINTO COMMUNITY COLLEGE DISTRICT
Cash, Cash Equivalents, and Investments
Inventory Holdings Report
October 31, 2020

Description	Annualized Interest Rate	Maturity	Hold At	9/30/2020		9/30/2020		10/31/2020		September Through August		FY21 Total		2020	2020	2020	
				Ending Fair Value	Book Value	Ending Fair Value	Book Value	Ending Fair Value	Book Value	October Earnings	November Earnings	October Earnings	September Earnings				
Operating Funds																	
Short Term Investments - Maturities less than one year from date of report			Bank of America	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sub Total Short Term Investments - Operating Funds				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Funds																	
Long Term Investments - Maturities greater than one year from date of report				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sub Total Long Term Investments - Operating Funds				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bond Proceeds Funds																	
Short Term Investments - Maturities less than one year from date of report				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sub Total Short Term Investments - Bond Funds				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bond Proceeds Funds																	
Long Term Investments - Maturities greater than one year from date of report				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sub Total Long Term Investments - Bond Funds				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sub Total Investments				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Short Term Investments - Unrestricted Funds																	
Demand Deposits																	
Credit Cards in Transit																	
JPMorgan Accounts Payable Disbursements			Heartland	\$ 110,920	\$ 2,337	\$ 110,920	\$ 2,337	\$ 22,611	\$ 22,611	\$ 20,274	\$ 20,274	\$ 20,274	\$ 20,274	\$ 20,274	\$ 20,274	\$ 20,274	\$ 20,274
JPMorgan Operating			JPMorgan Chase Bank	110,920	(412,638)	110,920	(412,638)	(444,473)	(444,473)	(31,639)	(31,639)	(31,639)	(31,639)	(31,639)	(31,639)	(31,639)	(31,639)
JPMorgan Payroll			JPMorgan Chase Bank	110,920	790,106	110,920	790,106	2,274,395	2,274,395	1,424,289	1,424,289	1,424,289	1,424,289	1,424,289	1,424,289	1,424,289	1,424,289
JPMorgan Workman's Comp			JPMorgan Chase Bank	110,920	(44,234)	110,920	(44,234)	(48,499)	(48,499)	(1,269)	(1,269)	(1,269)	(1,269)	(1,269)	(1,269)	(1,269)	(1,269)
Payroll Cash			JPMorgan Chase Bank	110,920	20,200	110,920	20,200	20,035	20,035	(6,475)	(6,475)	(6,475)	(6,475)	(6,475)	(6,475)	(6,475)	(6,475)
Sub Total Demand Deposits			Campus Business Offices	110,920	355,571	110,920	355,571	1,769,642	1,769,642	1,405,071	1,405,071	1,405,071	1,405,071	1,405,071	1,405,071	1,405,071	1,405,071
Money Market Accounts																	
East West M/M Operating Account	0.2500%		East West Bank	110,920	\$ 15,003,116	110,920	\$ 15,006,302	\$ 15,006,302	\$ 15,006,302	\$ 3,186	\$ 3,186	\$ 3,186	\$ 3,186	\$ 3,186	\$ 3,186	\$ 3,186	\$ 3,186
Texas Citizens Bank	0.4000%		Texas Citizens Bank	110,920	247,941	110,920	247,941	248,023	248,023	82	82	82	82	82	82	82	82
Sub Total Money Market Accounts				\$ -	\$ 15,251,057	\$ -	\$ 15,251,057	\$ 15,254,325	\$ 15,254,325	\$ 3,268	\$ 3,268	\$ 3,268	\$ 3,268	\$ 3,268	\$ 3,268	\$ 3,268	\$ 3,268
Pool Accounts																	
TexPool - Operating	0.1335%		TexPool	110,920	\$ 26,522	110,920	\$ 26,522	\$ 309,619	\$ 309,619	\$ 283,097	\$ 283,097	\$ 283,097	\$ 283,097	\$ 283,097	\$ 283,097	\$ 283,097	\$ 283,097
TexPool PRIME - Operating (New 11/01/2018)	0.2281%		TexPool	110,920	\$ 65,012,318	110,920	\$ 65,012,318	\$ 60,011,788	\$ 60,011,788	\$ 12,319	\$ 12,319	\$ 12,319	\$ 12,319	\$ 12,319	\$ 12,319	\$ 12,319	\$ 12,319
LSP Government Overnight Fund - Operating Funds	0.0866%		Lone Star Investment Pool	110,920	\$ 442,931	110,920	\$ 442,931	\$ 134,923	\$ 134,923	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20
Sub Total Pool Accounts				\$ -	\$ 65,481,771	\$ -	\$ 65,481,771	\$ 60,456,330	\$ 60,456,330	\$ 12,453	\$ 12,453	\$ 12,453	\$ 12,453	\$ 12,453	\$ 12,453	\$ 12,453	\$ 12,453
Sub Total - Short Term Investments - Unrestricted Funds				\$ -	\$ 81,088,399	\$ -	\$ 81,088,399	\$ 77,471,297	\$ 77,471,297	\$ 15,729	\$ 15,729	\$ 15,729	\$ 15,729	\$ 15,729	\$ 15,729	\$ 15,729	\$ 15,729
Short Term Investments - Restricted (Bond) Funds																	
Money Market Accounts																	
Sub Total Money Market Accounts				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pool Accounts																	
LSP Government Overnight Fund - 2008 GOB Bond Proceeds	0.0866%		Lone Star Investment Pool	110,920	\$ 2,584,201	110,920	\$ 2,584,201	\$ 2,584,192	\$ 2,584,192	\$ (9)	\$ (9)	\$ (9)	\$ (9)	\$ (9)	\$ (9)	\$ (9)	\$ (9)
LSP Government Overnight Fund - GOB Debt Service	0.0866%		Lone Star Investment Pool	110,920	\$ 8,886,603	110,920	\$ 8,886,603	\$ 8,947,437	\$ 8,947,437	\$ 60,834	\$ 60,834	\$ 60,834	\$ 60,834	\$ 60,834	\$ 60,834	\$ 60,834	\$ 60,834
TexPool PRIME - 2019 Bond Proceeds (New 02/26/2019)	0.2281%		TexPool	110,920	\$ 75,369,811	110,920	\$ 75,369,811	\$ 75,369,811	\$ 75,369,811	\$ 15,446	\$ 15,446	\$ 15,446	\$ 15,446	\$ 15,446	\$ 15,446	\$ 15,446	\$ 15,446
Sub Total Pool Accounts				\$ -	\$ 91,319,415	\$ -	\$ 91,319,415	\$ 87,169,506	\$ 87,169,506	\$ 16,041	\$ 16,041	\$ 16,041	\$ 16,041	\$ 16,041	\$ 16,041	\$ 16,041	\$ 16,041
Sub Total - Short Term Investments - Restricted (Bond) Funds				\$ -	\$ 91,319,415	\$ -	\$ 91,319,415	\$ 87,169,506	\$ 87,169,506	\$ 16,041	\$ 16,041	\$ 16,041	\$ 16,041	\$ 16,041	\$ 16,041	\$ 16,041	\$ 16,041
Accrued Earnings																	
Operating Funds			Bank of America	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Bond Funds			Bank of America	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sub Total Accrued Earnings				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grand Total				\$ 172,407,814	\$ 172,407,814	\$ 172,407,814	\$ 172,407,814	\$ 164,640,803	\$ 164,640,803	\$ 7,767,011	\$ 7,767,011	\$ 31,770	\$ 31,770	\$ 31,770	\$ 31,770	\$ 31,770	\$ 31,770

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

(31,230) (3,516)

Without Accrued Earnings \$172,407,814 Without Accrued Earnings \$164,640,803

San Jacinto College District
Analysis of Benchmark Rates
For the Fiscal Year Ending August 31, 2021

Benchmark - U.S. Department of the Treasury Daily Treasury Yield Curve Rates

<https://www.treasury.gov/resource-center/data-chart-center/interest-rates/pages/TextView.aspx?data=yieldYear&year=2020>

	EWB	LSIP	TexPool	TexPool Prime
October 31, 2020	0.2500%	0.0817%	0.1335%	0.2281%
1 yr Tsy = 0.13%				
2 Yr Tsy = 0.14%				
3 Yr Tsy = 0.19%				

	EWB	LSIP	TexPool	TexPool Prime
September 30, 2020	0.2500%	0.0866%	0.1474%	0.2619%
1 yr Tsy = 0.12%				
2 Yr Tsy = 0.13%				
3 Yr Tsy = 0.16%				

San Jacinto College Foundation Financial Statements
October 2020

San Jacinto College Foundation

Statement of Financial Position

As of October 31, 2020

ASSETS	Current Year	Previous Year	Difference
Current Assets			
Checking/Savings			
General Fund	\$1,914,599	\$984,323	\$930,276
Other Funds	-	-	-
Total Checking/Savings	<u>1,914,599</u>	<u>984,323</u>	<u>930,276</u>
Accounts Receivable			
Other Receivables	7,500	7,500	0
Pledge Receivables	187,000	170,800	16,200
Special Events Receivables	60,000	0	60,000
Sponsorship Receivable	4,000,000	19,550	3,980,450
Total Accounts Receivables	<u>4,254,500</u>	<u>197,850</u>	<u>4,056,650</u>
Other Current Assets			
Short Term Investments			
Goldman Sachs	12,150,399	11,710,004	440,395
Capital Bank CD	211,324	207,786	3,538
Prosperity Bank	210,969	207,415	3,554
Total SJC Short Term Investments	<u>12,572,692</u>	<u>12,125,205</u>	<u>447,486</u>
Total Current Assets	<u>18,741,790</u>	<u>13,307,378</u>	<u>5,434,412</u>
TOTAL ASSETS	<u>\$18,741,790</u>	<u>\$13,307,378</u>	<u>\$5,434,412</u>
LIABILITIES & NET ASSETS			
Liabilities			
Current Liabilities			
Accounts Payable			
Grants Payable	44,746	50,334	(5,588)
Programs Payable	6,895	33,164	(26,269)
Endowments Payable	190,660	142,073	48,587
Scholarship Payables	360,492	137,104	223,388
Student Success Payables	96,981	39,451	57,530
Total Accounts Payable	<u>699,775</u>	<u>402,126</u>	<u>297,648</u>
Total Current Liabilities	<u>699,775</u>	<u>402,126</u>	<u>297,648</u>
Total Liabilities	699,775	402,126	297,648
NET ASSETS			
Net Assets Without Donor Restrictions	3,548,539	2,952,806	595,734
Net Assets With Donor Restrictions	14,584,982	9,805,810	4,779,173
Net Assets	<u>18,133,522</u>	<u>12,758,615</u>	<u>5,672,555</u>
Net Income	(91,506)	151,636	(243,143)
Total Net Assets	<u>18,042,015</u>	<u>12,910,252</u>	<u>5,131,764</u>
TOTAL LIABILITIES & NET ASSETS	<u>\$18,741,790</u>	<u>\$13,312,378</u>	<u>\$5,429,412</u>

San Jacinto College Foundation
Statement of Activities
For the Period Ending October 31, 2020

	Current Year	Last Year	Effect on Net Income	Annual Budget	Actual % of Annual Budget
Ordinary Income/Expense					
Income					
Contributions					
Grant Contributions	0	0	0	71,000	0%
Endowments	(7,355)	26,273	(33,628)	75,000	-10%
Program Sponsorship	63,425	57,279	6,145	275,000	23%
Scholarships	116,551	142,656	(26,105)	400,000	29%
Total Contributions	<u>172,620</u>	<u>226,208</u>	<u>(53,588)</u>	<u>821,000</u>	<u>21%</u>
Other Income					
Special Events	4,562	75,189	(70,627)	-	
Investment Income	45,932	49,159	(3,227)	140,000	33%
Realized Gain / (Loss)	21,808	(6,549)	28,356	-	
Unrealized Gain / (Loss)	152,074	216,905	(64,831)	-	
Total Other Income	<u>224,375</u>	<u>334,703</u>	<u>(110,328)</u>	<u>140,000</u>	<u>160%</u>
Total Income	396,995	560,911	(163,916)	961,000	41%
Expense					
Programs					
Scholarships Awarded	392,299	218,680	(173,619)	450,000	87%
Programs Sponsored	65,269	119,332	54,063	600,000	11%
Student Success Initiatives	28,857	0	(28,857)	150,000	19%
Total Programs	<u>486,425</u>	<u>338,012</u>	<u>(148,413)</u>	<u>1,200,000</u>	<u>41%</u>
Supporting Services					
Bad Debt Expense	0	0	0	2,000	0%
Supporting Services					
Foundation Expenses	1,876	21,135	19,259	33,000	6%
Fundraising Expenses	0	49,528	49,528	-	
Sponsorship Expense	200	600	400	5,000	4%
Total Supporting Services	<u>2,076</u>	<u>71,263</u>	<u>69,187</u>	<u>38,000</u>	<u>5%</u>
Total Expense	<u>488,501</u>	<u>409,275</u>	<u>(79,226)</u>	<u>1,240,000</u>	<u>39%</u>
Net Ordinary Income	(91,506)	151,636	(243,143)	(279,000)	33%
Other Income / Expenses					
Increase/Decrease in Net Position	<u><u>(\$91,506)</u></u>	<u><u>\$151,636</u></u>	<u><u>(\$243,143)</u></u>	<u><u>(\$279,000)</u></u>	<u><u>33%</u></u>



Contributions Report
October 2020

Donors	Amount	Fund
Corporations	\$ 29,445	Kroger Scholarship, Enbridge Awareness Scholarship, Energy Venture, Maritime Venture Camp, Promise Program, League City Masonic Lodge #105, Student Emergency Fund
Foundations	\$ 81,710	Veterans Center, General PetroChem Scholarships, Student Emergency Fund, North Campus Baseball Program, North Shore Rotary - MECA, Northshore Rotary Club - AND, Northshore Rotary Club - LVN, Northshore Rotary Vocational, Hold'em & Hit'em Scholarship, San Jac Star (Scholarships)
Individuals	\$ 1,118	Flickinger Endowed Scholarship, General Support, Jennifer Puryear Scholarship, San Jac Star (Scholarships), Pope Cosmetology Scholarship

Total Donation \$ 112,273

Employee Contributions	\$ 4,212	Stem Foundation Scholars, Food Market, Brysch Garza Firefighter, San Jac Star (Scholarships), Promise for their Future Endowment, Veterans Center, John Locke Memorial, Student Emergency Fund, Chancellor's Cultivation Fund, General Support
------------------------	----------	--

Total Contributions \$ 116,485

San Jacinto College Foundation Financial Statements
Financial Audit June 30, 2020 and 2019

**SAN JACINTO COMMUNITY COLLEGE
FOUNDATION, INC.**

FINANCIAL STATEMENTS

Years Ended June 30, 2020 and 2019

S SAN JACINTO
C COLLEGE

FOUNDATION

SAN JACINTO COMMUNITY COLLEGE FOUNDATION, INC.
TABLE OF CONTENTS

	<u>Page</u>
Independent Auditor's Report	1
Financial Statements:	
Statements of Financial Position	3
Statements of Activities and Changes in Net Assets	4
Statements of Cash Flows	6
Notes to the Financial Statements	7

S SAN JACINTO
C COLLEGE

FOUNDATION

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
San Jacinto Community College Foundation, Inc.

Report of Financial Statements

We have audited the accompanying financial statements of San Jacinto Community College Foundation, Inc. (the Foundation), which comprise the statements of financial position as of June 30, 2020, the related statements of activities and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audits. We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Foundation's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

To the Board of Directors
San Jacinto Community College Foundation, Inc.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of San Jacinto Community College Foundation, Inc. as of June 30, 2020, and the changes in net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matter

The financial statements of the Foundation for the year ended June 30, 2019 were audited by another auditor who expressed an unmodified opinion on those statements on November 19, 2019.

Handwritten signature in cursive script that reads "Whitley Penn LLP".

Houston, Texas
November 12, 2020

SAN JACINTO COMMUNITY COLLEGE FOUNDATION, INC.**STATEMENTS OF FINANCIAL POSITION***June 30, 2020 and 2019*

	<u>2020</u>	<u>2019</u>
Assets		
Cash and cash equivalents	\$ 1,845,093	\$ 1,094,924
Pledges receivable (Notes 3 and 9)	285,759	177,873
Investments (Note 4)	12,352,256	11,866,926
Pledges receivable with perpetual donor restrictions (Notes 3 and 9)	4,008,500	10,000
Total Assets	<u>\$ 18,491,608</u>	<u>\$ 13,149,723</u>
 Liabilities and Net Assets		
Liabilities		
Scholarships and programs payable (Note 5)	<u>\$ 358,100</u>	<u>\$ 391,109</u>
Total Liabilities	<u>358,100</u>	<u>391,109</u>
 Net Assets		
Without donor restrictions (Note 7)	4,294,589	3,175,114
With donor restrictions (Notes 6 and 7)	<u>13,838,919</u>	<u>9,583,500</u>
Total Net Assets	<u>18,133,508</u>	<u>12,758,614</u>
 Total Liabilities and Net Assets	 <u>\$ 18,491,608</u>	 <u>\$ 13,149,723</u>

SAN JACINTO COMMUNITY COLLEGE FOUNDATION, INC.
STATEMENTS OF ACTIVITIES AND CHANGES IN NET ASSETS
For the Years Ended June 30, 2020 and 2019

	2020		
	Without Donor Restrictions	With Donor Restrictions	Total
Public Support and Revenues			
Contributions (Notes 8 and 9)	\$ 484,352	\$ 5,816,556	\$ 6,300,908
Special events, net costs of direct donor benefits	305,196	-	305,196
Interest and dividends, net of investment expenses	291,292	-	291,292
Net change in fair value of investments	735,395	(537,080)	198,315
Net assets related from restrictions (Note 6)	1,024,057	(1,024,057)	-
Total public support and revenues	2,840,292	4,255,419	7,095,711
Expenses			
Program services	1,188,325	-	1,188,325
Supporting services (Note 8):			
General and administrative	362,021	-	362,021
Fundraising	170,471	-	170,471
Total Expenses	1,720,817	-	1,720,817
Changes in Net Assets	1,119,475	4,255,419	5,374,894
Net Assets, beginning of year	3,175,114	9,583,500	12,758,614
Net Assets, end of year	\$ 4,294,589	\$ 13,838,919	\$ 18,133,508

SAN JACINTO COMMUNITY COLLEGE FOUNDATION, INC.
STATEMENTS OF ACTIVITIES AND CHANGES IN NET ASSETS
For the Years Ended June 30, 2020 and 2019

	2019		
	Without Donor Restrictions	With Donor Restrictions	Total
Public Support and Revenues			
Contributions (Notes 8 and 9)	\$ 532,852	\$ 1,079,984	\$ 1,612,836
Special events, net costs of direct donor benefits	84,974	-	84,974
Interest and dividends, net of investment expenses	326,771	-	326,771
Net change in fair value of investments	191,301	141,711	333,012
Net assets related from restrictions (Note 6)	859,709	(859,709)	-
Total public support and revenues	<u>1,995,607</u>	<u>361,986</u>	<u>2,357,593</u>
Expenses			
Program services	1,052,004	-	1,052,004
Supporting services (Note 8):			
General and administrative	396,409	-	396,409
Fundraising	126,623	-	126,623
Total Expenses	<u>1,575,036</u>	<u>-</u>	<u>1,575,036</u>
Changes in Net Assets	420,571	361,986	782,557
Net Assets, beginning of year	<u>2,754,543</u>	<u>9,221,514</u>	<u>11,976,057</u>
Net Assets, end of year	<u>\$ 3,175,114</u>	<u>\$ 9,583,500</u>	<u>\$ 12,758,614</u>

SAN JACINTO COMMUNITY COLLEGE FOUNDATION, INC.**STATEMENTS OF CASH FLOWS***For the Years Ended June 30, 2020 and 2019*

	<u>2020</u>	<u>2019</u>
Cash flows from operating activities:		
Change in net assets	\$ 5,374,894	\$ 782,557
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Net Change in fair value of investments	(198,315)	(333,012)
Contributions with perpetual donor restrictions	(4,046,613)	(59,239)
(Increase) Decrease in pledges receivable	(107,886)	40,327
Increase (decrease) in scholarships and programs payable	(33,009)	32,964
Net cash provided (used) by operating activities	<u>989,071</u>	<u>463,597</u>
Cash flows from investing activities:		
Sale (purchase) of investments	(287,015)	(322,014)
Net cash provided by (used in) investing activities	<u>(287,015)</u>	<u>(322,014)</u>
Cash flows from financing activities:		
Proceeds from contributions with perpetual donor restrictions	48,113	64,239
Net cash provided (used) by financing activities	<u>48,113</u>	<u>64,239</u>
Net change in cash and cash equivalents	750,169	205,822
Cash and cash equivalents at beginning of year	<u>1,094,924</u>	<u>889,102</u>
Cash and cash equivalents at end of year	<u>\$ 1,845,093</u>	<u>\$ 1,094,924</u>

SAN JACINTO COMMUNITY COLLEGE FOUNDATION, INC.

NOTES TO FINANCIAL STATEMENTS

For the Years Ended June 30, 2020 and 2019

Note 1 - Description of Organization

San Jacinto Community College Foundation, Inc. (the Foundation) was organized in the State of Texas on November 4, 1996 to function as a not-for-profit corporation. The duration of the Foundation is perpetual. The Foundation was established to raise private funds for the San Jacinto Community College District (the College) for charitable, scientific, literary, and educational purposes, which are to be administered by the Foundation solely for the benefit of the College, and to account for and enhance the value of funds submitted to it in support of the educational mission of the College.

The Foundation is supported by private gifts, bequests and donations from individuals and private organizations.

Note 2 - Summary of Significant Accounting Policies

A. Financial Statement Presentation

The Foundation reports information regarding its financial position and activities according to two classes of net assets: with donor restrictions and without donor restrictions. Net assets, including endowment funds, and changes therein are classified and reported as follows:

Net assets without donor restrictions - Net assets available for use in general operations and not subject to donor restrictions. The Board of Directors has designated from net assets without donor restrictions, net assets for a board-designated endowment for special purposes.

Net assets with donor restrictions - Net assets that are subject to donor-imposed restrictions. Some donor-imposed restrictions are temporary in nature, such as those that will be met by either action or passage of time. Other donor-imposed restrictions are perpetual in nature, where the donor stipulates that resources be maintained in perpetuity. Donor-imposed restrictions are released when a restriction expires, that is, when the stipulated time has elapsed, when the stipulated purpose for which the resource was restricted has been fulfilled, or both.

B. Public Support and Revenue

Contributions are generally available for unrestricted use unless specifically restricted by the donor. Unconditional promises to give are recorded as received. Unconditional promises to give that are due in the next year are recorded at their net realizable value. Unconditional promises to give that are due in subsequent years are discounted to estimate the present value of future cash flows, if material. An allowance for potentially uncollectable promises is provided based on management's evaluation at year end. As of June 30, 2020 and 2019, no allowance was recorded.

Grants and other contributions of cash and other assets are reported as revenues with donor restrictions if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated time restriction and/or purpose restriction is accomplished, net assets with donor restrictions are reclassified to net assets without donor restrictions and reported as net assets released from restrictions in the statements of activities and changes in net assets.

SAN JACINTO COMMUNITY COLLEGE FOUNDATION, INC.

NOTES TO FINANCIAL STATEMENTS (continued)

For the Years Ended June 30, 2020 and 2019

Note 2 - Summary of Significant Accounting Policies (continued)

B. Public Support and Revenue (continued)

Contributions of donated non-cash assets are recorded at their fair values in the period received. Contributions of donated services that create or enhance non-financial assets or that require specialized skills, are provided by individuals possessing those skills, and would typically need to be purchased if not provided by donation, are recorded at their fair values in the period received. The Foundation receives a significant amount of donated services from unpaid volunteers who assist in fundraising and special projects. No amounts have been recognized in the statements of activities and changes in net assets because the criteria for recognition have not been satisfied.

C. Cash and Cash Equivalents

The Foundation considers all highly liquid investments with an original maturity of three months or less when purchased to be cash equivalents. Cash equivalents held for investment purposes are classified as investments in the statements of financial position and are not considered cash equivalents for the purposes of the statements of cash flows.

D. Investments

Investments are recorded at fair value as described in Note 4. Investment income and realized and unrealized gains and losses from investment transactions are initially recorded as with or without donor restrictions, based on donor-imposed restrictions, if any, and are reflected as net assets released from restrictions in the statements of activities and changes in net assets to the extent amounts become available for use during the period. Investment income is reported net of direct investment related expenses. Realized gains and losses are determined using the specific identification method.

SAN JACINTO COMMUNITY COLLEGE FOUNDATION, INC.

NOTES TO FINANCIAL STATEMENTS (continued)

For the Years Ended June 30, 2020 and 2019

Note 2 - Summary of Significant Accounting Policies (continued)

E. Functional Allocation of Expenses

The costs of program and supporting activities have been summarized on a functional basis in the statements of activities and changes in net assets. Expenses directly attributable to a specific functional area are reported as expenses of those functional areas. Salaries and related costs have been allocated across the functional areas based upon time and effort.

Functional expenses by natural classification for the year ended June 30, 2020 are as follows:

	2020			
	Program	General and Administrative	Fundraising	Total
Scholarships	\$ 616,047	\$ -	\$ -	\$ 616,047
Program Sponsorships	408,010	-	-	408,010
Student success initiatives	97,990	-	-	97,990
Contract services	-	105,021	8,500	113,521
Cost of direct benefits to donors	-	-	60,211	60,211
Equipment and facility rental	-	22,204	2,794	24,998
Food	-	143	1,375	1,518
Office expenses	-	28,849	-	28,849
Other	-	1,432	7,237	8,669
Print and publications	-	198	2,230	2,428
Professional fees	-	21,743	-	21,743
Professional memberships	-	5,780	-	5,780
Salaries and related costs	66,278	165,696	99,418	331,392
Sponsorship of events	-	6,100	39,748	45,848
Travel	-	4,855	9,169	14,024
Total expenses by function	1,188,325	362,021	230,682	1,781,028
Less cost of direct donor benefits included within revenues on the statement of activities	-	-	(60,211)	(60,211)
Total expenses included in the expense section on the statement of activities	\$ 1,188,325	\$ 362,021	\$ 170,471	\$ 1,720,817

SAN JACINTO COMMUNITY COLLEGE FOUNDATION, INC.

NOTES TO FINANCIAL STATEMENTS (continued)

For the Years Ended June 30, 2020 and 2019

Note 2 - Summary of Significant Accounting Policies (continued)

E. Functional Allocation of Expenses (continued)

Functional expenses by natural classification for the year ended June 30, 2019 are as follows:

	2019			
	Program	General and Administrative	Fundraising	Total
Scholarships	\$ 449,486	\$ -	\$ -	\$ 449,486
Program Sponsorships	411,692	-	-	411,692
Student success initiatives	116,617	-	-	116,617
Contract services	-	119,071	-	119,071
Cost of direct benefits to donors	-	-	61,318	61,318
Equipment and facility rental	-	9,829	-	9,829
Food	-	18,304	11,653	29,957
Insurance	-	5,950	-	5,950
Office expenses	-	33,577	16	33,593
Other	-	2,628	6,145	8,773
Print and publications	-	154	2,511	2,665
Professional fees	-	22,019	-	22,019
Professional memberships	-	6,765	-	6,765
Salaries and related costs	74,209	161,658	103,162	339,029
Sponsorship of events	-	8,587	-	8,587
Travel	-	7,867	3,136	11,003
Total expenses by function	1,052,004	396,409	187,941	1,636,354
Less cost of direct donor benefits included within revenues on the statement of activities	-	-	(61,318)	(61,318)
Total expenses included in the expense section on the statement of activities	\$ 1,052,004	\$ 396,409	\$ 126,623	\$ 1,575,036

SAN JACINTO COMMUNITY COLLEGE FOUNDATION, INC.

NOTES TO FINANCIAL STATEMENTS (continued)

For the Years Ended June 30, 2020 and 2019

Note 2 - Summary of Significant Accounting Policies (continued)

F. Use of Estimates

The preparation of financial statements in accordance with GAAP requires management to make certain estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

G. Reclassifications

Certain amounts in the fiscal year 2019 financial statements have been reclassified to conform with the current year presentation.

H. Implementation of New Standards

In June 2018, FASB issued Accounting Standards Update (ASU) 2018-08, Clarifying the Scope and Accounting Guidance for Contributions Received and Contributions Made, with the stated purpose of providing guidance in evaluating whether transactions should be accounted for as contributions or exchanges. In addition, the update introduces the concept of barriers in providing additional guidance on identifying conditions that would preclude the recognition of a contribution as revenue.

ASU 2018-08 defines a contribution as “an unconditional transfer of cash or other assets, as well as unconditional promises to give, to an entity, or a reduction, settlement, or cancellation of its liabilities in a voluntary nonreciprocal transfer by another entity acting other than as an owner.” Thus, the transfer of assets or settlement of liabilities must be both voluntary and nonreciprocal in order to be a contribution. These characteristics distinguish contributions from exchanges, which are reciprocal transfers in which each party receives and sacrifices approximate commensurate value. These characteristics also distinguish contributions from involuntary nonreciprocal transfers, such as impositions of taxes or legal judgments, fines, and thefts. The definition also excludes transactions with owners, such as investments by owners and distributions to owners.

In applying ASU 2018-08, the Foundation performed the following procedures on each agreement:

1. Determine whether the transaction is an exchange or contribution.
2. If the transaction is a contribution, identify any donor-imposed conditions or restrictions regarding its use.
3. Distinguish between barriers and donor-imposed restrictions.
4. Conclude that all conditions are resolved prior to recognizing the contribution as revenue.

Note 3 - Pledges Receivable

Pledges receivable consist of the following at June 30, 2020 and 2019:

	<u>2020</u>	<u>2019</u>
Amounts to be collected within one year	\$ 190,259	\$ 67,873
Amounts to be collected one to five years	2,604,000	120,000
Amounts to be collected six to eight years	1,500,000	-
Total pledges receivable	<u>\$ 4,294,259</u>	<u>\$ 187,873</u>

SAN JACINTO COMMUNITY COLLEGE FOUNDATION, INC.

NOTES TO FINANCIAL STATEMENTS (continued)

For the Years Ended June 30, 2020 and 2019

Note 4 - Fair Value Measurements

The Foundation has estimated the fair value of financial instruments in accordance with the requirements of fair value reporting. The Foundation utilizes observable market data when available, or models that utilize observable market data. In addition to market information, the Foundation incorporates transaction specific details that, in management's judgment, market participants would utilize in a fair value measurement.

Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date (exit price). Inputs used in determining fair value are characterized using a hierarchy that prioritizes inputs depending on the degree to which they are observable. The three levels of the fair value hierarchy are as follows:

Level 1 - Quoted prices in active markets for identical investments.

Level 2 - Other significant observable inputs, including quoted prices for similar investments in active markets or in markets not considered to be active.

Level 3 - Inputs that are not observable from objective sources, including the Foundation's own assumptions in determining the fair value of investments.

The asset's or liability's fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement. Valuation techniques used need to maximize the use of observable inputs and minimize the use of unobservable inputs.

The following is a description of the valuation methodologies used for assets measured at fair value on a recurring basis at June 30, 2020 and 2019. There have been no changes in the methodologies used at June 30, 2020 from June 30, 2019.

Mutual and exchange traded funds: Valued at the underlying price per unit, which approximates fair value based on the publicly quoted market price of these funds.

Fixed income securities: Valued based on pricing models that consider standard input factors such as observable market data and benchmark yields.

Bank deposit account: Valued at cost, which approximates fair value.

Certificates of deposit: Valued at carrying amount, which approximates fair value.

The methods described above may produce a fair value calculation that may not be indicative of net realizable value or reflective of future fair values. Furthermore, while management believes the valuation methods are appropriate and consistent with other market participants, the use of different methodologies or assumptions to determine the fair value of certain financial instruments could result in a different fair value measurement at the reporting date.

SAN JACINTO COMMUNITY COLLEGE FOUNDATION, INC.

NOTES TO FINANCIAL STATEMENTS (continued)

For the Years Ended June 30, 2020 and 2019

Note 4 - Fair Value Measurements (continued)

The following tables present the Foundation’s fair value hierarchy for those assets measured at fair value on a recurring basis as of June 30, 2020:

	2020			
	Level 1	Level 2	Level 3	Total
Mutual funds:				
U.S. Fixed income	\$ 526,928	\$ -	\$ -	\$ 526,928
U.S. Equity	3,043,094	-	-	3,043,094
Foreign equity	932,438	-	-	932,438
Exchange traded fund:				
U.S. Equity	296,136	-	-	296,136
Corporate fixed income	-	7,065,825	-	7,065,825
Bank deposit account	-	67,315	-	67,315
Certificates of deposit	-	420,520	-	420,520
Total	\$ 4,798,596	\$ 7,553,660	\$ -	\$ 12,352,256

The following tables present the Foundation’s fair value hierarchy for those assets measured at fair value on a recurring basis as of June 30, 2019:

	2019			
	Level 1	Level 2	Level 3	Total
Mutual funds:				
U.S. Fixed income	\$ 559,066	\$ -	\$ -	\$ 559,066
U.S. Equity	496,967	-	-	496,967
Foreign equity	1,331,139	-	-	1,331,139
Exchange traded fund:				
U.S. Equity	2,292,740	-	-	2,292,740
Corporate fixed income	-	6,641,160	-	6,641,160
Bank deposit account	-	132,475	-	132,475
Certificates of deposit	-	413,379	-	413,379
Total	\$ 4,679,912	\$ 7,187,014	\$ -	\$ 11,866,926

Investments are exposed to various risks, such as interest rate, market and credit. Due to the level of risk associated with certain investment securities and the level of uncertainty related to changes in the fair value of investment securities, it is at least reasonably possible that changes in risks in the near term could materially affect the net assets of the Foundation.

Note 5 - Scholarships and Programs Payable

Scholarships and programs payable consist of amounts awarded but not paid. The amounts payable of \$358,100 and \$391,109 as of June 30, 2020 and 2019, respectively, are expected to be paid within one year.

SAN JACINTO COMMUNITY COLLEGE FOUNDATION, INC.

NOTES TO FINANCIAL STATEMENTS (continued)

For the Years Ended June 30, 2020 and 2019

Note 6 - Net Assets with Donor Restrictions

The Foundations net assets with donor restrictions are available for the following purposes as of June 30:

	<u>2020</u>	<u>2019</u>
Subject to specified purpose - scholarship and programs	\$ 8,972,263	\$4,762,248
Subject to restriction in perpetuity	<u>4,866,656</u>	<u>4,821,252</u>
Total net assets with donor restrictions	<u><u>\$13,838,919</u></u>	<u><u>\$9,583,500</u></u>

Net assets of \$1,024,057 and \$859,709 were released from donor restrictions during the years ended June 30, 2020 and 2019, respectively, by incurring expenses satisfying the purpose specified by donors.

Note 7 - Endowment Funds

The Foundation's endowments consist of both donor-restricted endowment funds for scholarships and funds designated by the Board of Directors to function as an endowment for the Promise for Their Future program. Net assets associated with endowments are classified and reported based on the existence or absence of donor-imposed restrictions.

Interpretation of relevant law - The Board of Directors of the Foundation has interpreted the Uniform Prudent Management of Institutional Funds Act (UPMIFA) as requiring the preservation of the fair value of the original gift as of the gift date of the donor-restricted endowment funds absent explicit donor stipulations to the contrary. As a result of this interpretation, the Foundation classifies in net assets with donor restrictions (a) the original value of gifts donated to the perpetual endowment, (b) the original value of subsequent gifts to the perpetual endowment, and (c) accumulations to the perpetual endowment made in accordance with the direction of the applicable donor gift instrument at the time the accumulation is added to the fund. In accordance with UPMIFA, the Foundation considers the following factors in making a determination to appropriate or accumulate donor restricted endowment funds: (1) the duration and preservation of the funds, (2) the purposes of the donor-restricted endowment funds, (3) general economic conditions, (4) the possible effect of inflation and deflation, (5) the expected total return from income and appreciation of investments, (6) other resources of the Foundation, and (7) the investment policies of the Foundation.

Investment and Spending policy - The Foundation has adopted an investment and spending policy for endowment assets that attempts to provide a predictable stream of funding to programs supported by its endowment while seeking to maintain the purchasing power of the endowment assets. The Foundation's spending and investment policies work together to achieve this objective. The investment policy establishes an achievable return objective through diversification of asset classes. Actual returns in any given year may vary from this amount.

Strategies employed for achieving objectives - To satisfy its long-term rate of return objectives, the Foundation relies on a total return strategy in which investment returns are achieved through both capital appreciation (realized and unrealized) and current yield (interest and dividends). The Foundation targets a diversified asset allocation that places a greater emphasis on equity-based investments to achieve its long-term objective within prudent risk constraints. Over the long term, the Foundation expects its endowment assets to grow based on the current spending policy. This is consistent with the Foundation's objective to maintain the purchasing power of the endowment assets held in perpetuity for a specific term as well as to provide additional real growth through new gifts and investment returns.

SAN JACINTO COMMUNITY COLLEGE FOUNDATION, INC.

NOTES TO FINANCIAL STATEMENTS (continued)

For the Years Ended June 30, 2020 and 2019

Note 7 - Endowment Funds (continued)

Endowment composition - As of June 30, 2020 and 2019, endowment net assets consisted of the following:

	2020			
	Without Donor	With Donor Restrictions		Total
	Restrictions	Purpose/Time	Perpetual	
Donor endowment funds	\$ -	\$ 1,122,135	\$ 4,866,656	\$ 5,988,791
Board-designated endowment funds	827,178	-	-	827,178
Total endowment funds	\$ 827,178	\$ 1,122,135	\$ 4,866,656	\$ 6,815,969

	2019			
	Without Donor	With Donor Restrictions		Total
	Restrictions	Purpose/Time	Perpetual	
Donor endowment funds	\$ 799,488	\$ 859,892	\$ 4,821,252	\$ 6,480,632
Board-designated endowment funds	880,022	-	-	880,022
Total endowment funds	\$ 1,679,510	\$ 859,892	\$ 4,821,252	\$ 7,360,654

The changes in the endowment funds for the years ended June 30, 2020 and 2019 are as follows:

	Without Donor	With Donor Restrictions		Total
	Restrictions	Purpose/Time	Perpetual	
Endowment net assets as of July 1, 2018	\$ 1,588,290	\$ 713,180	\$ 4,760,544	\$ 7,062,014
Investment return:				
Investment income	178,769	-	-	178,769
Net depreciation (realized and unrealized)	19,295	141,711	-	161,006
Contributions	-	5,000	59,239	64,239
Change in donor designations	(769)	-	1,469	700
Expenditures	(106,074)	-	-	(106,074)
Endowment net assets as of June 30, 2019	1,679,511	859,891	4,821,252	7,360,654
Investment return:				
Investment income	148,746	-	-	148,746
Net depreciation (realized and unrealized)	(26,664)	(537,080)	-	(563,744)
Contributions	-	-	48,113	48,113
Change in donor designations	(790,415)	799,324	(2,709)	6,200
Expenditures	(184,000)	-	-	(184,000)
Endowment net assets as of June 30, 2020	\$ 827,178	\$ 1,122,135	\$ 4,866,656	\$ 6,815,969

SAN JACINTO COMMUNITY COLLEGE FOUNDATION, INC.

NOTES TO FINANCIAL STATEMENTS (continued)

For the Years Ended June 30, 2020 and 2019

Note 8 - Related Party Transactions

The College provides the Foundation with employees, professional services and office supplies at no charge. The College also provides office space to the Foundation at no charge. The donated services and facilities from the College for the years ended June 30, 2020 and 2019 was \$484,352 and \$532,852, respectively, and is included as contributions and expenses in the statements of activities.

Note 9 - Concentrations and Credit Risk

Contributions

Donor amounts that exceed 10% of total receivables or contributions are considered significant. At June 30, 2020, an unconditional promise to give totaling \$4,000,000 is due from a donor and represents 93% of total unconditional promises to give balance. Two significant contributions totaling \$1,000,000 were received during the year ended June 30, 2020. At June 30, 2019, unconditional promises to give totaling \$170,000 are due from two donors and represents 90% of total unconditional promises to give balance. One significant contribution of \$250,000 was received during the year ended June 30, 2019.

Credit Risk

Certain financial instruments subject the Foundation to concentrations of credit risk. Due to the level of risk associated with certain investment securities, it is at least reasonably possible that changes in net values of investment securities will occur in the near term and that such change could materially affect the amounts recorded in the statements of financial position.

Note 10 - Federal Income Taxes

The Foundation is a non-profit corporation as described in Section 501(c)(3) of the Internal Revenue Code (the Code) and is exempt from federal income taxes pursuant to Section 501(a) of the Code. The Foundation is not classified as a private foundation.

GAAP requires the Foundation's management to evaluate tax positions taken by the Foundation and recognize a tax liability if the Foundation has taken an uncertain position that more likely than not would not be sustained upon examination by the Internal Revenue Service. Management has analyzed the tax positions taken by the Foundation and has concluded that as of June 30, 2020 and 2019, there are no uncertain positions taken or expected to be taken that would require recognition or disclosure within the financial statements. The Foundation is subject to audits by taxing jurisdictions; however, there are currently no audits for any tax periods in progress. Management believes that the Foundation is no longer subject to income tax examinations for years prior to 2016.

SAN JACINTO COMMUNITY COLLEGE FOUNDATION, INC.**NOTES TO FINANCIAL STATEMENTS (continued)***For the Years Ended June 30, 2020 and 2019***Note 11 - Liquidity and Availability of Resources**

The following represents the Foundation's financial assets at June 30, 2020 and 2019, reduced by amounts not anticipated to be available for general expenditure within one year of the statement of financial position date. Financial assets are considered unavailable when not readily available or they are not convertible to cash within one year. Financial assets are available for general expenditure if they do not have donor or other restrictions limiting their use through purpose restrictions.

	<u>2020</u>	<u>2019</u>
Financial assets available within one year:		
Cash and cash equivalents	\$ 1,845,105	\$ 1,094,924
Pledges receivable	190,259	67,873
Investments	12,352,256	11,866,926
Total Financial assets available within one year	<u>14,387,620</u>	<u>13,029,723</u>
Amounts limited to use:		
With donor restrictions - purpose or time	(4,868,263)	(4,762,248)
With donor restrictions - perpetual	(4,866,656)	(4,821,252)
Without donor restriction - Board designated quasi-endowment	<u>(827,178)</u>	<u>(880,022)</u>
Financial assets available to meet cash needs for general expenditures within one year	<u>\$ 3,825,523</u>	<u>\$ 2,566,201</u>

The Foundation's goal is to maintain financial assets to meet 120 days of operating expenses (approximately \$500,000). As part of the Foundation's liquidity management plan, cash in excess of daily requirements is invested in registered investment companies such that amounts can be made available as general expenditures and liabilities become due.

Note 12 - Subsequent Events

Management has evaluated subsequent events through November 12, 2020, the date which the financial statements were available to be issued. Management has determined that no subsequent events require recognition in the financial statements, but the following event requires disclosure in these financial statements:

Subsequent to year-end, the United States and global markets experienced significant declines in value resulting from uncertainty caused by the world-wide coronavirus pandemic. The Foundation is closely monitoring the investment portfolio and its liquidity and are actively working to minimize the impact of these declines. The financial statements do not include adjustments to fair value that have resulted from these declines.

S SAN JACINTO
C COLLEGE

FOUNDATION

2008 Bond Program

Report as of October 31, 2020

Project	Base Budget	Budget Adjustments	Current Budget	Program Management Fees	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
Central									
721918 - CC Chiller Optimization	-	350,000	350,000	-	350,000	-	-	350,000	-
721919 - CC Install Backup Chiller C26	-	175,000	175,000	-	175,000	18,590	4,410	152,000	13.14%
721920 - CC Refurbish 4 Cooling Towers	-	150,000	150,000	-	150,000	141,020	-	8,980	94.01%
721921 - CC Re-pave P17 and P18	-	450,000	450,000	-	450,000	-	-	450,000	-
Sub-total	-	1,125,000	1,125,000	-	1,125,000	159,610	4,410	960,980	14.58%
North									
	-	-	-	-	-	-	-	-	-
Sub-total	-	-	-	-	-	-	-	-	-
South									
	-	-	-	-	-	-	-	-	-
Sub-total	-	-	-	-	-	-	-	-	-
District									
720100 - Program Management	-	9,605,947	9,605,947	(9,605,947)	-	-	-	-	-
726800 - Contingency	14,626,260	(14,343,023)	283,237	-	283,237	-	-	283,237	-
726907 - Wayfinding Signage	50,000	939,076	989,076	10,924	1,000,000	279,910	364,256	355,834	64.42%
726923 - Replace HVAC, A1	-	350,000	350,000	-	350,000	24,375	13,125	312,500	10.71%
Sub-total	14,676,260	(3,448,000)	11,228,260	(9,595,023)	1,633,237	304,285	377,381	951,571	6.07%
2008 Contingency Supplemental Projects									
726916 - Dist - College Wide Scheduling Sys	-	200,000	200,000	-	200,000	-	-	200,000	-
Sub-total	-	200,000	200,000	-	200,000	-	-	200,000	-
Supplemental Projects closed									
	-	4,169,567	4,169,567	-	4,169,567	-	4,169,567	-	100.00%
Sub-total	-	4,169,567	4,169,567	-	4,169,567	-	4,169,567	-	100.00%
Projects closed									
	280,323,740	(2,046,567)	278,277,173	9,595,023	287,872,196	-	287,872,196	-	100.00%
Sub-total	280,323,740	(2,046,567)	278,277,173	9,595,023	287,872,196	-	287,872,196	-	100.00%
TOTALS	295,000,000	-	295,000,000	-	295,000,000	463,895	292,423,554	2,112,551	99.28%

2015 Bond Program

Report as of October 31, 2020

Project	Base Budget	Budget Adjustments	Current Budget	Program Management Fees	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Expended/
Central									
731601 - CC Petrochemical Center	52,450,000	(1,879,450)	50,570,550	2,217,080	52,787,630	1,131,587	50,761,317	894,726	98.31%
71601A - CC Petrochem Process Plant	-	7,309,913	7,309,913	320,476	7,630,389	-	6,628,377	1,002,012	86.87%
71601B - CC Petrochem Extended Site Development	-	7,612,277	7,612,277	333,732	7,946,009	458,487	5,671,590	1,815,932	77.15%
731602 - CC Welcome Center	16,600,000	1,994,364	18,594,364	600,809	19,195,173	471,131	18,584,285	139,757	99.27%
71602A - CC Welcome Center Site Development	-	2,906,100	2,906,100	93,900	3,000,000	16,000	124,741	2,859,259	4.69%
731603 - CC Class Room Building	47,155,000	8,195,219	55,350,219	1,788,440	57,138,659	29,985,532	4,319,862	22,833,265	60.04%
731604 - CC Central Data Closets	2,444,000	(75,257)	2,368,743	76,537	2,445,280	322,003	783,508	1,339,769	45.21%
731605 - CC Central Access Security	1,852,000	289,991	2,141,991	69,211	2,211,202	125,364	1,015,391	1,070,447	51.59%
731606 - CC Frels Renovation	1,153,000	2,985,562	4,138,562	133,723	4,272,285	218,016	3,790,389	263,879	93.82%
731607 - CC Davison Building Renovation	14,970,000	(4,787,356)	10,182,644	329,015	10,511,659	897,867	9,279,840	333,953	96.82%
731608 - CC McCollum Center Reno Phase I	24,685,000	(13,253,702)	11,431,298	369,361	11,800,659	10,228,155	1,572,504	-	100.00%
71608A - CC McCollum Center Reno Phase II	-	10,483,421	10,483,421	338,733	10,822,154	5,094,659	194,998	5,532,497	48.88%
731609 - CC McCollum North Renovation	2,535,000	1,214,962	3,749,962	121,166	3,871,128	-	109,802	3,761,326	2.84%
731610 - CC Ball Demolition	1,725,000	(53,993)	1,671,008	53,993	1,725,000	100	1,521,209	203,691	88.19%
731611 - CC Anderson Demolition	2,654,000	(81,728)	2,572,272	83,114	2,655,386	52	2,263,356	391,978	85.24%
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	339,875	734,470	490,881	68.64%
731614 - CC Central Plant Upgrades	1,160,000	68,603	1,228,603	39,698	1,268,301	-	1,263,670	4,631	99.63%
Sub-total	170,717,000	23,175,739	193,892,739	7,020,066	200,912,805	49,288,827	108,685,974	42,938,004	78.63%
North									
732601 - NC Cosmetology & Culinary Center	22,845,000	638,019	23,483,019	758,768	24,241,787	792,427	23,428,344	21,016	99.91%
732602 - NC North Data Closets	915,000	(28,183)	886,817	28,654	915,472	2,720	422,438	490,313	46.44%
732604 - NC Lehr Library Demolition	650,000	(434,122)	215,878	6,975	222,854	-	222,854	-	100.00%
732605 - NC North Access/Security	877,000	147,246	1,024,246	33,095	1,057,341	13,494	414,432	629,415	40.47%
732606 - NC Wheeler Renovation	14,300,000	(53,625)	14,246,375	468,471	14,714,846	5,766,717	5,566,197	3,381,933	77.02%
732607 - NC Brightwell Renovation	6,628,000	2,063,151	8,691,151	280,823	8,971,974	5,985,487	1,392,584	1,593,902	82.23%
732608 - NC Spencer Renovation	13,000,000	(2,003,815)	10,996,185	347,150	11,343,335	2,929,244	8,136,961	277,130	97.56%
732609 - NC North DDC Network	580,000	178,117	758,117	24,496	782,613	120,425	425,538	236,650	69.76%
732610 - NC Underground Utility Tunnel	11,600,000	(7,606,127)	3,993,873	129,047	4,122,920	-	4,016,439	106,481	97.42%
732611 - NC 24 Acres Wetlands Mitigation	2,000,000	(2,000,000)	-	-	-	-	-	-	-
732612 - NC Uvalde Expansion	5,000,000	(5,000,000)	-	-	-	-	-	-	-
732613 - NC Burleson Renovation	-	3,803,606	3,803,606	122,900	3,926,506	617,610	3,140,025	168,870	95.70%
Sub-total	78,395,000	(10,295,732)	68,099,268	2,200,379	70,299,647	16,228,125	47,165,811	6,905,711	90.18%

2015 Bond Program

Report as of October 31, 2020

Project	Base Budget	Budget Adjustments	Current Budget	Program Management Fees	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
South									
733601 - SC Engineering & Technology Center	28,400,000	(5,795,907)	22,604,093	730,369	23,334,462	1,031,049	22,248,622	54,791	99.77%
733602 - SC Cosmetology Center	16,213,000	(1,147,729)	15,065,271	486,779	15,552,050	95,225	15,243,524	213,301	98.63%
733603 - SC Longenecker Renovation	22,555,000	(2,254,901)	20,300,099	665,449	20,965,549	1,982,849	18,206,287	776,413	96.30%
733604 - SC South Data Closets	765,000	(60,442)	704,558	22,765	727,324	17,475	329,257	380,592	47.67%
733605 - SC South Primary Electrical Upgrade	5,800,000	(2,720,399)	3,079,601	99,506	3,179,107	-	2,650,798	528,309	83.38%
733606 - SC South Access/ Security	599,000	105,558	704,558	22,765	727,324	23,260	568,069	135,995	81.30%
733607 - SC South HW/CW Relocation	10,266,000	(6,366,876)	3,899,124	125,986	4,025,109	-	3,460,157	564,952	85.96%
733608 - SC South Sanitary Sewer Rehabilitation	1,160,000	1,655,581	2,815,581	90,975	2,906,556	481,449	555,720	1,869,387	35.68%
733609 - SC Fire House Expansion	5,585,000	(5,585,000)	-	-	-	-	-	-	-
733610 - SC Jones Renovation	13,803,000	6,885,577	20,688,577	668,476	21,357,053	3,897,897	1,015,955	16,443,201	23.01%
73610A - SC Jones Cenral Plant Relocation	-	8,636,172	8,636,172	279,046	8,915,218	-	926,625	7,988,593	10.39%
733611 - SC Bruce Student Center Renovation	10,400,000	(8,225,107)	2,174,893	70,274	2,245,167	-	2,053,019	192,148	91.44%
733612 - SC HVAC Tech	312,000	2,429,828	2,741,828	88,592	2,830,420	6,367	2,707,360	116,693	95.88%
733613 - SC South DDC Network	580,000	178,117	758,117	24,496	782,613	85,807	438,008	258,798	66.93%
733614 - SC Academic Building Renovation (S-7&S-9)	-	5,650,532	5,650,532	173,050	5,823,582	1,140,950	4,462,737	219,895	96.22%
Sub-total	116,438,000	(6,614,996)	109,823,004	3,548,529	113,371,533	8,762,328	74,866,139	29,743,066	73.76%
Maritime									
736603 - MC Maritime Expansion	28,000,000	(27,031,300)	968,700	31,300	1,000,000	117,852	545	881,603	-
76603A - MC Maritime Fire Program Relocation	-	1,916,000	1,916,000	84,000	2,000,000	233,518	1,592,772	173,710	91.31%
Sub-total	28,000,000	(25,115,300)	2,884,700	115,300	3,000,000	351,370	1,593,317	1,055,313	64.82%
Generation Park									
726601 - Generation Park	-	6,169,133	6,169,133	199,333	6,368,466	630,760	3,393,286	2,344,420	63.19%
Sub-total	-	6,169,133	6,169,133	199,333	6,368,466	630,760	3,393,286	2,344,420	63.19%
Admin									
736602 - College Development	30,000,000	(19,544,000)	10,456,000	-	10,456,000	882	71,368	10,383,750	0.69%
736604 - Dist Construction Studies	283,820	174,028	457,848	-	457,848	-	319,596	138,252	69.80%
720100 - Program Management - AECOM	-	11,054,218	11,054,218	(10,097,018)	957,200	731,783	-	225,417	76.45%
720100 - Program Management - Other	-	2,986,589	2,986,589	(2,986,589)	-	-	-	-	-
736601 - Contingency	1,166,180	18,010,321	19,176,501	-	19,176,501	-	-	19,176,501	-
Sub-total	31,450,000	12,681,156	44,131,156	(13,083,607)	31,047,549	732,665	390,964	29,923,920	3.62%
TOTALS	425,000,000	-	425,000,000	-	425,000,000	75,994,075	236,095,491	112,910,434	73.43%

Generation Park

Report as of October 31, 2020

Project	Base Budget	Budget Adjustments	Current Budget	Program Management Fees	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	53,209	8,731,970	58,377	99.34%
901609 - 2015 Bond - 726601	6,368,466	-	6,368,466	-	6,368,466	630,760	3,393,285	2,344,421	63.19%
901610 - Generation Park Site Infrastructure - 726601	4,000,000	-	4,000,000	-	4,000,000	462	3,990,913	8,625	99.78%
901610 - Generation Park Parking Lot - 76601A	3,521,892	-	3,521,892	-	3,521,892	102,500	157,500	3,261,892	7.38%
TOTALS	29,521,892	-	29,521,892	-	29,521,892	786,931	23,061,646	5,673,315	80.78%

Repair and Renovation

Report as of October 31, 2020

Project	Base Budget	Budget Adjustments	Current Budget	Program Management Fees	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
Central									
F21004 - CC - Central Misc.	-	10,000	10,000	-	10,000	4,464	-	5,536	45%
Sub-total	-	10,000	10,000	-	10,000	4,464	-	5,536	45%
North									
F21005 - NC - North Misc	-	10,000	10,000	-	10,000	-	-	10,000	-
Sub-total	-	10,000	10,000	-	10,000	-	-	10,000	-
South									
F21006 - SC - South Misc.	-	10,000	10,000	-	10,000	5,586	-	4,414	56%
Sub-total	-	10,000	10,000	-	10,000	5,586	-	4,414	56%
District									
F21007 - DIST - Campus Misc.	-	10,000	10,000	-	10,000	-	-	10,000	-
Sub-total	-	10,000	10,000	-	10,000	-	-	10,000	-
Contingency (720700) -Major Repairs	200,000	(40,000)	160,000	-	160,000	-	-	160,000	-
Sub-total	200,000	(40,000)	160,000	-	160,000	-	-	160,000	-
TOTALS	200,000	-	200,000	-	200,000	10,050	-	189,950	5%

Action Item “IX”
Regular Board Meeting December 7, 2020
Consideration of Approval of Rescission of Policy VI-G,
Policy on Semester Reports – Second Reading

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees rescind VI-G Policy on Semester Reports.

BACKGROUND

This policy and associated procedures (6-1 a through g) deal with classroom and instructional activities that do not require the creation of Board policies. Instead, these items will be revised to reflect instructional and technological changes and will be included in a revised Faculty Handbook which will continue to be updated as practices change.

IMPACT OF THIS ACTION

This policy and associated procedures were sent to the College community on October 30 through November 13, 2020, and no comments were received. This policy rescission will become effective December 8, 2020, pending Board approval on December 7, 2020. Procedures are provided for informational purposes and the rescission of these procedures will become effective December 8, 2020.

BUDGET INFORMATION

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 VI-G Policy on Semester Reports
- Attachment 3 - 6-1-a Class Rolls
- Attachment 4 - 6-1-b Class Scheduling
- Attachment 5 - 6-1-c Gradebook
- Attachment 6 - 6-1-d Mid-Semester
- Attachment 7 - 6-1-e Semester Grade Reports
- Attachment 8 - 6-1-f Posting Grades
- Attachment 9 - 6-1-g End-Of-Course Exhibits

RESOURCE PERSONNEL

Van Wigginton 281-542-2000 van.wigginton@sjcd.edu

Policies and Procedures Summary of Changes

New Policy Number: *N/A*
Proposed Policy Name: *N/A*
Current Policy Number/Name: **VI-G Policy on Semester Reports**

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

6-1-a Class Rolls
6-1-b Class Scheduling
6-1-c Gradebook
6-1-d Mid-Semester
6-1-e Semester Grade Reports
6-1-f Posting Grades
6-1-g End-Of-Course Exhibits

Action Recommended for Policy: Rescind
Action Recommended for Procedures: Rescind

Web Links:

<https://www.sanjac.edu/about-san-jac/college-operations/policies-and-procedures/policy-vi-g-policy-semester-reports>
<https://www.sanjac.edu/about-san-jac/college-operations/policies-and-procedures/procedure-6-1-a-class-rolls>
<https://www.sanjac.edu/about-san-jac/college-operations/policies-and-procedures/procedure-6-1-b-class-scheduling>
<https://www.sanjac.edu/about-san-jac/college-operations/policies-and-procedures/procedure-6-1-c-gradebook-guidelines>
<https://www.sanjac.edu/about-san-jac/college-operations/policies-and-procedures/procedure-6-1-d-mid-semester>
<https://www.sanjac.edu/about-san-jac/college-operations/policies-and-procedures/procedure-6-1-e-semester-grade-reports>
<https://www.sanjac.edu/about-san-jac/college-operations/policies-and-procedures/procedure-6-1-f-posting-grades>
<https://www.sanjac.edu/about-san-jac/college-operations/policies-and-procedures/procedure-6-1-g-end-course-exhibits>

Primary Owner: Deputy Chancellor and President

Secondary Owner: Provosts

Summary of Changes:

- The listed procedures (6-1 a through g) deal with classroom and instructional activities that do not require the creation of Board policies. Instead, the items listed above will be revised to reflect instructional and technological changes and will be included in a revised Faculty Handbook.

Policy VI-G: Policy on Semester Reports

The final examination schedule will be announced by the Vice President of Instruction on each campus approximately two weeks before the end of the semester.

In order to complete his or her work for the semester, the instructor should:

1. Submit grade sheets to the Registrar.
2. Submit semester gradebooks to the department or division chairman.
3. Turn in keys to the appropriate office.
4. File all exhibits of work of students with the department or division chairman. These include copies (two good, two average, two poor) of all exams and a project.

Policy #:	VI-G
Policy Name:	Policy on Semester Reports
Pages:	1
Adopted Date:	March 2, 1981
Revision/Reviewed Date:	
Effective Date:	March 2, 1981
Associated Procedure:	6-1-a, 6-1-b, 6-1-c, 6-1-d, 6-1-e, 6-1-f, 6-1-g

Procedure 6-1-a: Class Rolls

Instructors receive three sets of rolls for each class they teach. The first, labeled "Temporary Roll", is received before the first class meeting and is based on telephone and campus registration. It is important that the instructor add to the roll only those students who have valid invoices; i.e., those stamped PAID with date and initials. If the stamped-paid date on the invoice is later than the date of the class roll, the student should be referred to the Registrar's Office. If a student should be added to the roll, the instructor records the student's name, social security number, invoice number, and date paid.

The second roll, a revised temporary roll, updates the first roll to include late registration and class changes. It is sent only during the fall and spring semesters. The instructor needs to check the accuracy of this roll and add only those students to the roll who have valid invoices. Inaccuracies in this roll are immediately reported to the Registrar's Office.

The Official Roll is issued after the twelfth class day and should reflect all corrections. This roll is the official record examined by the state auditors as a funding base. When recording student attendance on this roll, faculty follow procedures very carefully. If a student has dropped a course before the twelfth class day, that student's name will not appear on this roll, and the instructor will not receive a drop slip. If there are discrepancies on the official roll, the Registrar's Office should be notified.

Procedure #:	6-1-a
Procedure Name:	Class Rolls
Pages:	1
Adopted Date:	
Revision/Reviewed Date:	
Effective Date:	
Associated Policy:	VI-G

Procedure 6-1-b: Class Scheduling

No student may be enrolled in two classes which have any portion or time scheduled simultaneously. If such a circumstance is called to a faculty member's attention, he or she should direct the student to the Registrar's Office. The college has no provision for accommodating class conflicts.

Procedure #:	6-1-b
Procedure Name:	Class Scheduling
Pages:	1
Adopted Date:	
Revision/Reviewed Date:	
Effective Date:	
Associated Policy:	VI-G

Procedure 6-1-c: Gradebook Guidelines

An instructor maintains student attendance and grade records in such a form that a supervisor can reconstruct a student's grade determination without having to ask that instructor any questions. The instructor provides a legend within the gradebook to explain how the final grades were determined.

These records may be kept in a standard gradebook, or (with approval of the department or associate dean) may be kept with a computer system using the same format as the standard gradebook. If grade and attendance records are kept on the computer, a back-up copy of all entries is needed.

The following are general guidelines for gradebook records:

- Attendance and grade records are recorded in ink.
- Names of students are listed in ink, or a copy of the official class roll may be pasted in the name column.
- For each class, the following identifying information appears in the space above the students' names: the instructor's name, the semester and year, and the course number and section number.
- Class dates are recorded in sequential order.
- Attendance is marked as follows:
 - A - absent
 - T - tardy

T/A - tardy first 1/2 of class, absent second 1/2

- All grades are labeled (e.g. major exam #1, chapter 7 exam, final, semester grade)
- Division or department chairmen explain any additional department or campus requirements.

Procedure #:	6-1-c
Procedure Name:	Gradebook Guidelines
Pages:	1
Adopted Date:	
Revision/Reviewed Date:	
Effective Date:	
Associated Policy:	VI-G

Procedure 6-1-d: Mid-Semester

At least two exams must be given during the semester, one of which is the final. At least one major graded exam or project must be completed and the grade given to the student during or before mid-semester.

Faculty are not required to give formal mid-semester exams nor to submit mid-semester grade reports. Faculty are asked, however, to inform students of their progress in their classes at least one time during the semester before the withdrawal date. Divisions may have their own policies regarding this process. Faculty are encouraged to consult their department chairs or deans.

Procedure #:	6-1-d
Procedure Name:	Mid-Semester
Pages:	1
Adopted Date:	
Revision/Reviewed Date:	
Effective Date:	
Associated Policy:	VI-G

Procedure 6-1-e: Semester Grade Reports

Grade report sheets are sent to the instructor the week prior to final exams. Students withdrawing from a course on or before the withdrawal deadline receive a grade of "W". This date is defined in the academic calendar each semester. After the drop date, students are not permitted to withdraw, and a grade (A, B, C, D, F) will be awarded. (Instructors include information about the withdrawal deadline in their beginning-of-class information for students. See beginning-of-class information requirements.)

If an emergency has prevented a student from finishing the course, and if the student has made arrangements with his/her instructor to complete the course at a later date, an incomplete grade ("I") may be assigned. The instructor follows the policy of his or her campus regarding forms to be completed when grades of "I" are awarded.

Procedure #:	6-1-e
Procedure Name:	Semester Grade Reports
Pages:	1
Adopted Date:	
Revision/Reviewed Date:	
Effective Date:	
Associated Policy:	VI-G

Procedure 6-1-f: Posting Grades

Because of federal privacy laws, the college discourages posting of student grades, even when students have agreed to the posting.

Procedure #:	6-1-f
Procedure Name:	Posting Grades
Pages:	1
Adopted Date:	
Revision/Reviewed Date:	
Effective Date:	
Associated Policy:	VI-G

Procedure 6-1-g: End-Of-Course Exhibits

Each course syllabus defines the contents of the end-of-course portfolio of student work that every instructor of that course submits to his or her supervisor. During each academic year, full-time and adjunct faculty will prepare one portfolio of student work for each course preparation taught. Deans and department chairmen provide information to faculty regarding format and content of these course exhibits. If the instructor has any questions concerning the exhibit, he or she should consult the dean/department chair early in the semester to ensure that the right type of work is being kept for each class preparation.

The end-of-course exhibits are an element in the college's effectiveness planning, providing the most direct information about how classroom instruction puts into action the mission and purpose statements of the college and of the individual disciplines. Deans from the three campuses meet together during the summer to study exhibits in order to describe the manner in which the college's instructional program realizes its goals. This study offers deans an opportunity to identify innovative instruction and to suggest ways to improve instruction.

Procedure #:	6-1-g
Procedure Name:	End-of-Course Exhibits
Pages:	1
Adopted Date:	
Revision/Reviewed Date:	
Effective Date:	
Associated Policy:	VI-G

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve a revised policy on Student Final Grade Appeal.

BACKGROUND

This policy intends to provide students a process to appeal a final grade in a course that is believed to be incorrect. This policy and process serves to achieve in a timely manner, a fair and equitable review in order to determine if a grade change is justified or not justified.

IMPACT OF THIS ACTION

This policy and associated procedures were sent to the College community for input from October 30 through November 13, 2020. Comments were reviewed, and any necessary changes were incorporated (see track changes in attachments 3 and 5). It was determined that the policy and procedure names needed to be changed to include the word “final” to clarify that the grade appeal is intended for final grades of a course. Minimal changes were proposed to the policy, so it is recommended for approval by the Board with an effective date of December 8, 2020.

There were multiple recommendations from the College community regarding clarifications on the procedures. These recommendations have been sent out again to the College community for review with additional comments to be submitted by December 8, 2020. It is anticipated that additional feedback will be limited, and the revised procedures will become effective December 11, 2020. Procedures are provided for informational purposes and do not require Board approval.

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 VI-N: Policy For Students Appealing A Final Grade (current policy)

Attachment 3 - Policy V.5001.C, Student Final Grade Appeal (proposed policy)

Informational Items Only:

Attachment 4 – Procedure 6-8: Student Grade Appeal Process (current procedure)

**Action Item “X”
Regular Board Meeting December 7, 2020
Consideration of Approval of Policy V.5001.C,
Student Final Grade Appeal – Second Reading**

Attachment 5 - Procedure V.5001.C.a, Student Final Grade Appeal Process (proposed procedure)

RESOURCE PERSONNEL

Van Wigginton	281-542-2000	van.wigginton@sjcd.edu
Laurel Williamson	281-998-6184	laurel.williamson@sjcd.edu

Policies and Procedures Summary of Changes

New Policy Number: *V.5001.C*

Proposed Policy Name: **Student Final Grade Appeal**

Current Policy Number/Name: **VI-N Policy for Students Appealing a Final Grade**

New Procedure Number: *V.5001.C.a*

Proposed Procedure Name(s): **Student Final Grade Appeal Process**

Current Procedure Number(s)/Name(s): **Guideline 6-8 Student Grade Appeal Process**

Action Recommended for Policy: Revised

Action Recommended for Procedures: Revised

Web Links:

Policy:

<https://www.sanjac.edu/about-san-jac/college-operations/policies-and-procedures/vi-n-policy-students-appealing-final-grade>

Procedure:

<https://www.sanjac.edu/about-san-jac/college-operations/policies-and-procedures/procedure-6-8-student-grade-appeal-process>

Primary Owner: Deputy Chancellor & President

Secondary Owner: Provosts

Summary of Changes:

Policy Changes:

- Update current Policy VI-N Policy for Students Appealing a Final Grade with new numbering and template.

Procedure Changes:

- Revised to update numbering and in new template.
- Includes clarification of the steps in the process and that this procedure applies to a final grade in a course.
- In Step 1 –Revised to include instructor providing grade appeal process to student following meeting with instructor and to clarify next steps in the grade appeal process.
- In Step 2 –Revised to provide for meeting with program director as part of grade appeal process in a health science program supervised by a program director. Clarified references to department chair and program director.
- In Step 3 –Revised to add text to clarify actions that may be taken by the dean.

Attachment 1

- In Step 4 – Revised to add text to update current office from vice president for learning to provost. Added statement regarding student failure to correspond. Clarified who is included in appeal meeting.

Policy VI-N: Policy For Students Appealing A Final Grade

[Home](#) / [Policy VI-N: Policy For Students Appealing A Final Grade](#)

Policy VI-N: Policy For Students Appealing A Final Grade

Grade determination and awarding of a grade in the course is clearly the responsibility of the instructor. Final grade reports should be available to the student within a reasonable time following the end of the course.

When a student becomes aware of a final grade that is believed to be incorrect, the student may appeal the final grade received in a course. The appeal process shall be initiated by the student as soon as possible following the receipt of the grade, but shall be initiated no later than 30 calendar days after the grades are posted, and must be resolved within 120 calendar days following the initiation of the appeal.

Policy #:	VI-N
Policy Name:	Policy For Students Appealing A Final Grade
Pages:	1
Adopted Date:	June 5, 1984
Revision/Reviewed Date:	May 2, 1994, August 11, 2008, August 6, 2012
Effective Date:	June 5, 1984; May 2, 1994, August 11, 2008, August 6, 2012
Associated Procedure:	6-8

Policy V.5001.C, Student Final Grade Appeal

Purpose

This policy intends to provide students a process to appeal a final grade in a course that is believed to be incorrect. This policy and process serves to achieve in a timely manner, a fair and equitable review in order to determine if a grade change is justified or not justified.

Policy

Grade determination and awarding of a grade in a course is clearly the responsibility of the instructor. Final grade reports should be available to the student within a reasonable time following the end of the course.

When a student becomes aware of a final grade that is believed to be incorrect, the student may appeal the final grade received in a course. The appeal process shall be initiated by the student as soon as possible following the receipt of the final grade but shall be initiated no later than 30 calendar days after the grades are posted. The appeal must be resolved within 120 calendar days following the initiation of the appeal.

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 V.5001.C.a, Student Grade Appeal Process

Date of Board Approval	Anticipated December 7, 2020
Effective Date	Anticipated December 8, 2020
Primary Owner	Deputy Chancellor and President
Secondary Owner	Provosts

Procedure 6-8: Student Grade Appeal Process

[Home](#) / Procedure 6-8: Student Grade Appeal Process

Procedure 6-8: Student Grade Appeal Process

Grade determination and awarding of a final grade in a course is clearly the responsibility of the instructor. Final grade reports should be available to the student within a reasonable time following the end of the course.

When a student becomes aware of a final grade that is believed to be incorrect, the student may appeal the final grade received in a course. The appeal process shall be initiated by the student as soon as possible following the receipt of the grade, but shall be initiated no later than 30 calendar days after grades are posted, and must be resolved within 120 calendar days following the initiation of the appeal.

The procedures for appealing a grade shall be as follows:

1. Student Meeting with Instructor

The student and instructor shall discuss in private consultation the grade that the student believes is incorrect. At this meeting, only the grades on tests, projects, reports, etc., and the grading system listed in the syllabus will be discussed and recalculated as necessary. Whenever possible, the matter should be resolved at this meeting. If the instructor cannot resolve the problem immediately, the student will be notified of the availability of a copy of the grade appeal procedures in the office of the appropriate dean or the provost. If, upon receipt of the instructor's written decision, the student is dissatisfied with the decision, the student may request a meeting with the department chair to appeal the decision of the instructor. (NOTE: In the event there is no department chair, the student may request a meeting with the dean who will conduct the meeting in accordance with steps No. 1 and No. 2 of this procedure.) The student must make the appeal within five (5) working days after notification by the instructor.

2. Student Meeting with Department Chair/Program Director

The department chair must arrange a meeting no more than five (5) working days after receiving a request from the student. This meeting will include the student, the instructor, and the department chair. Providing sufficient evidence of discrepancies or errors in the grade will be the responsibility of the student. If insufficient evidence is offered, the appeal is denied. The student will be given an opportunity to present his/her case. The instructor will be given a chance for rebuttal. (NOTE: If the grade appeal is in a technical program supervised by a program director, the program director should be included in the process.)

On hearing the evidence from both sides, the department chair will take one of the following actions:

Attachment 4 – Current Procedure

If, in the opinion of the department chair, the student failed to provide sufficient evidence of discrepancies or errors in the grades, the student will be notified in writing that the appeal is denied. The department chair will inform the student of the right to appeal the decision and about the procedures for appeal. At the same time, the department chair will notify the instructor in writing of this decision. The notification must be given within five (5) working days of the hearing.

If, in the opinion of the department chair, the student did provide sufficient evidence of discrepancies or errors in the grades, the instructor will be notified within five (5) working days of the meeting. At the same time, the department chair will notify the student in writing of this decision.

The instructor will, in turn, inform the department chair in writing within five (5) working days whether he/she will change the grade. If the instructor changes the grade, the instructor notifies the student in writing, and the matter is closed.

If the instructor chooses not to change the grade, the department chair will be notified of the decision in writing within five (5) working days after having received the recommendation from the department chair. Within five (5) working days after being informed of the instructor's decision to deny the grade change, the department chair will notify the student that the appeal is denied and inform the student of further rights to appeal and the procedure for doing so.

All time limits stated are in working days. All time limits may be extended by mutual consent.

3. Student Meeting with Dean

Within five (5) working days after receiving notification from the department chair that the appeal has been denied, a student may request a meeting with the dean who will take either action A or action B as described above.

(NOTE: In the event there is no dean or in the event that the dean conducted the initial meeting, the student will proceed to step 4.)

4. Student Meeting with Academic Appeals Committee

Within five (5) working days after receiving notification from the dean that the appeal has been denied, a student appealing a grade in a course may request a hearing before an Academic Appeals Committee. This request will be in writing to the provost. The committee will consist of one (1) full-time instructor to be named by the student, one (1) full-time instructor to be named by the instructor and one (1) full-time instructor to be named by the provost. The provost will request that the student and instructor submit the name of their nominees within five (5) working days after notification of all parties involved. Upon receiving the names of those nominees and appointing a third instructor to the committee, the provost will set the time, date and place of the closed hearing and notify all parties. This will be done within five (5) working days after having received the names of both nominees. A student may present written evidence relevant to the grade appeal and may be advised at the hearing by one or more persons of his/her own choice. The student may have a maximum of two (2) persons in the room at a time. The Academic Appeals Committee may request information from the instructor and/or persons familiar with the case.

Within five (5) working days after this hearing, the Academic Appeals Committee will notify the student, the instructor, and the provost in writing of its findings:

A grade change is justified and will be made.

A grade change is not justified and will not be made.

Attachment 4 – Current Procedure

If the decision of the Academic Appeals Committee is to change the grade, the vice president for learning will have five (5) working days to make the grade change. The decision of the Academic Appeals Committee will be final.

The same appeal process will be followed when the instructor is not accessible or no longer employed by San Jacinto College by excluding step No. 1 involving the instructor.

Procedure #:	6-8
Procedure Name:	Student Grade Appeal Process
Pages:	2
Adopted Date:	
Revision/Reviewed Date:	August 11, 2008, May 2012, August 6, 2012
Effective Date:	August 11, 2008, May 2012, August 6, 2012
Associated Policy:	VI-N

Procedure V.5001.C.a, Student **Final** Grade Appeal Process

Associated Policy

Policy V.5001.C, Student **Final** Grade Appeal

Procedures

Grade determination and awarding of a final grade in a course is clearly the responsibility of the instructor. Final grade reports should be available to the student within a reasonable time following the end of the course.

When a student becomes aware of a final grade that is believed to be incorrect, the student may appeal the final grade received in a course. The appeal process shall be initiated by the student as soon as possible following the receipt of the **final** grade but shall be initiated no later than 30 calendar days after grades are posted. The appeal must be resolved within 120 calendar days following the initiation of the appeal.

The Grade Appeal Committee will not address concerns or hear an appeal regarding grades for individual assignments or assessment. The grade appeal may not involve a challenge of an instructor's grading standard. A student has a right to expect thoughtful and clearly defined approaches to course and project grading, but it must be recognized that varied standards and individual approaches to grading are valid. The grade appeal considers whether a final grade was determined in a fair and appropriate manner; it does not attempt to grade or re-grade individual assignments or projects.

The procedures for appealing a **final** grade shall consist of the following steps:

Step 1. Student Meeting with Instructor

The student and instructor shall discuss in private consultation the grade that the student believes is incorrect. At this meeting, only the grades on tests, projects, reports, etc., and the grading system listed in the syllabus will be discussed and recalculated as necessary. Whenever possible, the matter should be resolved at this meeting. If the instructor cannot resolve the problem immediately, the student will be provided with information of the **final** grade appeal process. The instructor will submit a written decision to the student via email. If, upon receipt of the instructor's written decision, the student is dissatisfied with the decision, the student may request a meeting with the department chair to appeal the decision of the instructor. If the grade appeal is in a health science program supervised by a program director, the student must first meet with the program director about the appeal. (NOTE: In the event there is no department chair, the student may request a meeting with the dean who will conduct the meeting in accordance with steps 1 and 2 of this procedure.) The student must make the appeal within five (5) working days after notification by the instructor.

Step 2. Student Meeting with ~~Department Chair/Program Director~~Program Director or Department Chair

Meeting with Program Director in Health Science Programs: If the grade appeal is in a health science program supervised by a program director, the student must start the appeal with the program director. The ~~department chair~~program director must arrange a meeting no more than five (5) working days after receiving a request from the student. This meeting will include the student, ~~t~~the instructor, and the ~~program director~~department chair. Providing sufficient evidence of discrepancies or errors in the grade will be the responsibility of the student. If insufficient evidence is offered, the appeal is denied. The student will be given an opportunity to present his/her case. The instructor will be given a chance for rebuttal. ~~(NOTE: If the grade appeal is in a health science program supervised by a program director, the student should notify the program director about the appeal. The program director must arrange a meeting (with student and instructor) no more than five (5) working days after receiving the request from the student. If the appeal is denied, the student must notify the program director and the department chair~~he/she is appealing the course grade.

Meeting with Department Chair: The department chair must arrange a meeting no more than five (5) working days after receiving a request from the student. This meeting will include the student, the instructor, and the department chair. Providing sufficient evidence of discrepancies or errors in the grade will be the responsibility of the student. If insufficient evidence is offered, the appeal is denied. The student will be given an opportunity to present his/her case. The instructor will be given a chance for rebuttal. If the appeal is denied, the student must notify the program the department chair and the dean he/she is appealing the course grade. The program director should follow the guidelines below when considering the grade appeal.

On hearing the evidence from both sides, the ~~department chair~~program director or the department chair will take one of the following actions:

- a. If, in the opinion of the department chair/program director, the student failed to provide sufficient evidence of discrepancies or errors in the grades, the student will be notified in writing that the appeal is denied. The written decision by the department chair/program director will inform the student of the right to appeal the decision and about the procedures for appeal. At the same time, the department chair/program director will notify the instructor in writing of this decision. The notification must be given within five (5) working days of the hearing.
- b. If, in the opinion of the department chair/program director, the student did provide sufficient evidence of discrepancies or errors in the grades, the instructor will be notified in writing within five (5) working days of the meeting. At the same time, the department chair/program director will notify the student in writing of this decision.

The instructor will, in turn, inform the department chair/program director in writing within five (5) working days whether he/she will change the grade. If the instructor changes the grade, the instructor notifies the student in writing, and the matter is closed.

If the instructor chooses not to change the grade, the department chair/program director will be notified of the decision in writing within five (5) working days after having received the recommendation from the department chair/program director. Within five (5) working days after being informed of the instructor’s decision to deny the grade change, the department chair/program director will notify the student in writing that the appeal is denied and inform the student of further rights to appeal and the procedure for doing so.

~~All time limits stated are in working days.~~ All time limits may be extended by mutual consent.

Step 3. Student Meeting with Dean

Within five (5) working days after receiving notification from the department chair that the appeal has been denied, a student may request a meeting with the dean who will take either action “a” or action “b” as described above in step 2.

(NOTE: In the event there is no dean or in the event that the dean conducted the initial meeting, the student will proceed to step 4.)

Step 4. Student Meeting with Academic Appeals Committee

Within five (5) working days after receiving notification from the dean that the appeal has been denied, a student appealing a grade in a course may request a hearing before an Academic Appeals Committee. This request will be in writing to the provost. The committee will consist of one (1) full-time instructor to be named by the student, one (1) full-time instructor to be named by the instructor, and one (1) full-time instructor to be named by the -provost. The -provost will request that the student and instructor submit the name of their nominees via email within five (5) working days after notification of all parties involved. Upon receiving the names of those nominees and appointing a third instructor to the committee, the -provost will set the time, date and place of the closed hearing and notify all parties. This will be done within five (5) working days after having received the names of both nominees. The student’s appeal will be dismissed if the student fails to correspond with the Provost’s Office within ten (10) working days of the last communication with the student. A student may present written evidence relevant to the grade appeal and may be advised at the hearing by one or more persons of his/her own choice. The student may have a maximum of two (2) persons, including the nominated instructor, in the room at a time. The hearing will include the student, the faculty member whose final grade is being challenged, the three instructors named to the committee, and the optional persons chosen by the student. The Academic Appeals Committee may request information from the instructor and/or person’s familiar with the case.

Attachment 5 – Proposed Procedures

Within five (5) working days after this hearing, the Academic Appeals Committee will notify the student, the instructor, and the -provost in writing of its findings:

- a. A grade change is justified and will be made.
- b. A grade change is not justified and will not be made.

If the decision of the Academic Appeals Committee is to change the grade, the provost will have five (5) working days to make the grade change. The decision of the Academic Appeals Committee will be final.

The same appeal process will be followed when the instructor is not accessible or no longer employed by San Jacinto College by excluding step 1 involving the instructor.

Date of SLT Approval	October 27, 2020
Effective Date	Anticipated November 16, 2020 <u>December 11, 2020</u>
Associated Policy	Policy V.5001.C, Student <u>Final</u> Grade Appeal
Primary Owner of Policy Associated with the Procedure	Deputy Chancellor & President
Secondary Owner of Policy Associated with the Procedure	Provosts

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the proposed 2021-2022 Academic Calendar.

BACKGROUND

An academic calendar is approved annually, providing dates for College functions, activities, and due dates. The development of the academic calendar is a process that takes several months. It begins with discussions with the local independent school districts about their proposed calendars in order to eliminate conflicts and establish, to the extent possible, consistency in holiday breaks and coordination around opening and closing dates for the terms. Development also includes reviewing the semester start dates of other colleges in the Gulf Coast region. Calendar development is led by an internal committee consisting of faculty, staff, and administrators to ensure that schedule conflicts and internal priorities are addressed.

IMPACT OF THIS ACTION

The proposed calendar aligns with the opening date as set by the Texas Common Calendar for the fall 2021, spring 2022, and summer 2022 semesters. The fall 2021 start date aligns at this time with the calendars proposed by Alvin College, Houston Community College, Lee College, Lone Star College, and University of Houston Clear Lake. The high school districts have not finalized their start dates for fall 2021; however, during the preliminary meeting with the school districts, all indicated they planned to start prior to the College’s August 23, 2021, start date. The dates for the December 2021 and May 2022 commencement ceremonies are tentatively set for December 10, 2021 and May 13, 2022. The proposed winter holiday break of December 22 through December 31, 2021, includes eight working days as usual. The total annual number of employee holidays is 21, which is consistent with prior years.

Changes in this calendar from previous years includes the following:

- The payment deadline for fall 2021 is moved to the first Thursday in August, which is more than two weeks before the start fall term, but earlier by 7 days. This change facilitates the clearing of early registrants who no longer intend to attend from class rosters, leaving room for other students to register for those seats. It also allows campus administration to have an earlier indication of actual student demand and provides sufficient time to arrange for sections that need to be added.
- The installment plan options for all terms continues to be enhanced by adding earlier start dates and more payment options. In addition, the ability to initiate an installment agreement for later parts of term has been added to expand students’ payment options for 8B and similar later start courses.

BUDGET INFORMATION

No budgetary impact.

MONITORING AND REPORTING TIMELINE

The academic calendar is monitored closely during the year to evaluate the effectiveness and continuance of current and new processes. Occasionally dates for operational activities such as registration open or close, maintenance, etc. may need to be amended. Such operational changes will not require Board approval. Conversely, any modifications to semester start or end dates or holidays will be brought back to the Board of Trustees.

ATTACHMENTS

Attachment 1 - Draft 2021-2022 Academic Calendar
Attachment 2 - Academic Calendar Constituent Groups Roster

RESOURCE PERSONNEL

Laurel Williamson	281-998-6182	Laurel.Williamson@sjcd.edu
Kevin McKisson	281-669-4711	Kevin.McKisson@sjcd.edu

DRAFT

San Jacinto College
Academic Calendar
2021-2022

SUBJECT TO CHANGE

**San Jacinto College District
Academic Calendar 2021-2022**

Fall 2021 (Term 202210) 16 Week, Take2, Weekend, All Parts of Term	
February 11, 2021 (TH)	Campus-Based and Foundation Scholarship Application opens for Fall 2021 (202210)
March 1, 2021 (M)	Open SOS and Course Finder for View Access Only
April 5 (M)-April 18, 2021 (SU)	Priority Registration for Fall 2021 (202210) (Currently Enrolled Students Only)
April 19 (M)- July 29, 2021 (TH)	Registration (All Students & Applicants)
May 28, 2021 (F)	Foundation Scholarship Application closes for Fall 2021 (202210)
June 14, 2021 (M)	Fall 2021 (202210) Installment Payment Plan Available Installment Payment Plan Due Dates: August 23, 2021 (M) September 20, 2021 (M) October 18, 2021 (M) November 22, 2021 (M) All payments due by 7:00 PM
June 27, 2021 (SU)	Campus-Based Scholarship Application closes for Fall 2021 (202210)
June 30, 2021 (W)	Financial Aid Deadline for Fall 2021 (202210)
August 5, 2021 (TH)	Payment Deadline for ALL registrations through August 5, 2021 at 7:00 pm. Any unpaid or partially unpaid registrants will be subject to being removed from one or more courses.
August 6, 2021 - November 14, 2021 (F-SU)	Registration Open for Fall 2021 (202210) and all financial obligations not covered by financial aid, installment payment plan, third party agreement, exemption, or scholarship must be paid on day of registration.
August 8-14, 2021 (SU-SA)	Blackboard Maintenance
August 9 - 13, 2021 (M-F)	New Faculty Academy Blitz
August 14, 2021 (S)	Banner Maintenance (Banner & SOS unavailable)
August 18, 2021 (W)	Campus-Based and Foundation Scholarship Application opens for Spring 2022 (202220)
August 16-20, 2021 (M-F)	College Community Week
August 23, 2021 (M)	Full Semester (1), First Twelve-Week (12A), First Eight-Week (8A), Six-Week (6A), First Five-Week (5A), & First Four-Week (4A), Classes Begin
August 23, 2021 (M)	Installment Payment Plan Due Date by 7:00 PM
August 27, 2021 (F)	Fifteen-Week Weekend (15S) Classes Begin
August 31, 2021 Noon - September 1, 2021 1:00 AM (T-W)	Banner Down-Fiscal End-of-Year Processing
September 1, 2021 (W)	Banner Reopens at 1:00 AM
September 4-6, 2021 (SA-M)	Facilities & Utility System Maintenance
September 6, 2021 (M)	Labor Day Holiday (No Classes Held)
September 7, 2021 (T)	Fourteen-Week (14), Take2 Thirteen-Week (13B) Classes Begin
September 10, 2021 (F)	Thirteen-Week Weekend Full Term (1W) & Six-Week Weekend (6AS) Classes Begin
September 11, 2021 (SA)	Banner Maintenance (Banner & SOS unavailable)
September 17, 2021 (F)	First Four-Week (4A) Ends (Last Day of Finals)
September 20, 2021 (M)	Installment Payment Plan Due Date by 7:00 PM
September 20, 2021 (M)	Second Twelve-Week (12B) & Second Four-Week (4B) Classes Begin
September 24, 2021 (F)	First Five-Week (5A) Ends (Last Day of Finals)
September 27, 2021 (M)	Second Five-Week (5B) Classes Begin
October 1, 2021 (F)	Six-Week (6A) Ends (Last Day of Finals)
October 4, 2021 (M)	Ten-Week (10) Classes Begin
October 9, 2021 (SA)	Banner Maintenance (Banner & SOS unavailable)
October 13, 2021 (W)	First Eight-Week (8A) (Last Day of Finals)
October 15, 2021 (F)	Second Four-Week (4B) End (Last Day of Finals)
October 17, 2021 (SU)	Six-Week Weekend (6AS) Ends (Last Day of Finals)
October 18, 2021 (M)	Installment Payment Plan Due Date by 7:00 PM
October 18, 2021 (M)	Second Eight-Week (8B) & Third Four-Week (4C) Classes Begin
October 21, 2021 (TH)	Last Day to submit name to be included in December Commencement Program
October 22, 2021 (F)	Seven-Week Weekend (7BS) Classes Begin
October 29, 2021 (F)	Second Five-Week (5B) Ends (Last Day of Finals)
October 30, 2021 (SA)	Campus-Based and Foundation Scholarship Application closes for Spring 2022 (202220)
November 1, 2021 (M)	Third Five-Week (5C) Classes Begin
November 6, 2021 (SA)	Banner Maintenance
November 12, 2021 (F)	First Twelve-Week (12A) & Third Four-Week (4C) End (Last Day of Finals)
November 15, 2021 (M)	Fourth Four-Week (4D) Classes Begin
November 22, 2021 (M)	Installment Payment Plan Due Date by 7:00 PM
November 24-26, 2021 (Inclusive) (W-F)	Thanksgiving Holidays (No Classes Held November 24-28)
November 24-28, 2021 (Inclusive) (W-SU)	Facilities & Utility System Maintenance
December 3, 2021 (F)	Take2 Thirteen-Week (13B) & Third Five-Week (5C) End (Last Day of Finals)
December 5, 2021 (SU)	Fifteen-Week Weekend (15S), Thirteen-Week Weekend Full Term (1W) & Seven-Week Weekend (7BS) End (Last Day of Finals)
December 10, 2021 (F)	Full Semester (1), Fourteen Week (14); Second Twelve-Week (12B), Ten-Week (10), Second Eight-Week (8B), Fourth Four-Week (4D) End (Last Day of Finals)
December 10, 2021 (F) 7:00 PM	College-Wide Commencement - Minute Maid Park
December 11, 2021 (SA)	Grades due for Final Parts of Term (1, 14, 12B, 10, 8B, 4D) by 7:00 PM
December 18, 2021 (SA)	Banner Maintenance
Please consult the Fall 2021 (202210) Online Schedule of Classes for Registration & Payment Times, Refund Dates, Drop Deadlines, Grades Due, Final Exam	

**San Jacinto College District
Academic Calendar 2021-2022**

Spring 2022 (Term 202220) Winter Mini Term, Spring Term, Take2, Weekend, All Parts of Term	
August 18, 2021 (W)	Campus-Based and Foundation Scholarship Application opens for Spring 2022 (202220)
September 20, 2021 (M)	Open SOS and Course Finder for View Access Only
October 4 (M)-October 17, 2021 (SU)	Priority Registration for Spring 2022 (202220) (Currently Enrolled Students Only)
October 9, 2021 (SA)	Banner Maintenance (Banner & SOS unavailable)
October 18 (M) -December 9, 2021 (TH)	Registration for Winter Mini 2021 (202220) (All Students & Applicants)
October 18, 2021 - January 6, 2022 (M-TH)	Registration for Spring 2022 (202220) (All Students & Applicants)
October 30, 2021 (SA)	Campus-Based Foundation Scholarship Application closes for Spring 2022 (202220)
November 6, 2021 (SA)	Banner Maintenance (Banner & SOS unavailable)
November 8, 2021 (M)	Spring 2022 (Term 202220) Installment Payment Plan Available Installment Payment Plan Due Dates: January 24, 2022 (M) February 21, 2022 (M) March 21, 2022 (M) April 25, 2022 (M) All payments due by 7:00 PM
November 24-26, 2021 (Inclusive) (W-F)	Thanksgiving Holidays (No Classes Held November 24-28)
November 24-28, 2021 (Inclusive) (W-SU)	Facilities & Utility System Maintenance
December 9, 2021 (TH)	Payment Deadline by 7:00 PM for Winter Mini 2021 (202220)
December 10-12, 2021 (F-SU)	Registration Open And Payment Due on Day of Registration for Winter Mini 2021
December 13, 2021 (M)	Winter Mini Term (3) Classes Begin
December 18, 2021 (SA)	Banner Maintenance
December 22-24, 27-31, 2021	Winter Holidays - Administrative Offices Closed (no non-instructional activity, Dec. 22 - 31)
December 22, 2021 - January 2, 2022 (W-SU)	Facilities & Utility System Maintenance
December 24, 2021 (F)	Winter Mini Holiday (No Classes Held)
December 30, 2021 (TH)	Winter Mini Term (3) Ends (Last Day of Finals)
January 3-5, 2022 (M-W)	Blackboard Maintenance
January 6, 2022 (TH)	Registration Payment Deadline by 7:00 PM for ALL registrations through January 6, 2022 for Spring 2022 (202220). Any unpaid or partially unpaid registrants will be subject to being removed from one or more courses.
January 6-7, 2022 (TH-F)	New Faculty Academy Blitz
January 7 - April 17, 2022 (F-SU)	Registration Open for Spring 2022 (202220) and all financial obligations not covered by financial aid, installment payment plan, third party agreement, exemption, or scholarship must be paid on day of registration.
January 10-14, 2022 (M-F)	College Community Week
January 17, 2022 (M)	Martin Luther King Jr., Holiday
January 18, 2022 (T)	Full Semester (1), First Twelve-Week (12A), First Eight-Week (8A), Six-Week (6A), First Five-Week (5A), & First Four-Week (4A) Classes Begin
January 21, 2022 (F)	First Six-Week Weekend (6AS) Classes Begin/Fifteen-Week Weekend (15S) Classes Begin
January 24, 2022 (M)	Installment Payment Plan Due Date by 7:00 PM
January 24, 2022 (M)	Take2 Thirteen-Week (13B) Classes Begin
January 28, 2022 (F)	Thirteen-Week Weekend Full Term (1W) Classes Begin
February 10, 2022 (TH)	College Community Day (No Classes Held Day & Evening)
February 11, 2022 (F)	First Four-Week (4A) Ends (Last Day of Finals)
February 15, 2022 (T)	Campus-Based and Foundation Scholarship Application opens for Fall 2022 (202310)
February 14, 2022 (M)	Second Four-Week (4B) & Second Twelve-Week (12B) Classes Begin
February 18, 2022 (F)	First Five-Week (5A) Ends (Last Day of Finals)
February 21, 2022 (M)	Installment Payment Plan Due Date by 7:00 PM
February 21, 2022 (M)	Ten-Week (10B) Classes Begin/Second Five-Week (5B) Classes Begin
February 25, 2022 (F)	Six-Week (6A) Ends (Last Day of Finals)
February 26, 2022 (SA)	Banner Maintenance (Banner & SOS unavailable)
February 27, 2022 (SU)	First Six-Week Weekend (6AS) Ends (Last Day of Finals)
March 9, 2022 (W)	First Eight-Week (8A) Ends (Last Day of Finals)
March 11, 2022 (F)	Second Four-Week (4B) Ends (Last Day of Finals)
March 14-20, 2022 (Inclusive) (M-SU)	Spring Break (No Classes Held, March 15-21)
March 14-20, 2022 (M-SU)	Facilities & Utility System Maintenance
March 21, 2022 (M)	Installment Payment Plan Due Date by 7:00 PM
March 21, 2022 (M)	Second Eight-Week (8B) & Third Four-Week (4C) Classes Begin
March 24, 2022 (TH)	Last Day to submit name to be included in May Commencement Program
March 25, 2022 (F)	Seven-Week Weekend (7BS) Classes Begin
March 26, 2022 (SA)	Banner Maintenance (Banner & SOS unavailable)
April 1, 2022 (F)	Second Five-Week (5B) Ends (Last Day of Finals)
April 4, 2022 (M)	Third Five-Week (5C) Classes Begin
April 14, 2022 (TH)	Third Four-Week (4C) & First Twelve-Week (12A) End (Last Day of Finals)
April 15, 2022 (F)	Spring holiday (No Weekend Classes - April 15-17)
April 15-April 17, 2022 (F-SU)	Facilities & Utility System Maintenance
April 18, 2022 (M)	Fourth Four-Week (4D) Classes Begin
April 23, 2022 (SA)	Banner Maintenance (Banner & SOS unavailable)
April 25, 2022 (M)	Installment Payment Plan Due Date by 7:00 PM

**San Jacinto College District
Academic Calendar 2021-2022**

April 29, 2022 (F)	Take2 Thirteen-Week (13B) Ends (Last Day of Finals)
May 6, 2022 (F)	Ten-Week (10B) & Third Five-Week (5C) End (Last Day of Finals)
May 8, 2022 (SU)	Thirteen-Week Weekend Full Term (1W), Fifteen-Week Weekend (15S) & Seven-Week Weekend (7BS) End (Last Day of Finals)
May 13, 2022 (F)	Full Semester (1), Second Twelve-Week (12B), Second Eight-Week (8B), Fourth Four-Week (4D) End (Last Day of Finals)
May 13, 2022 (F)	College-Wide Commencement - NRG Stadium; 7:00 PM
May 14, 2022 (SA)	Grades due for Final Parts of Term (1, 12B, 8B, 4D) by 7:00 PM
Please consult the Spring 2022 (202220) Online Schedule of Classes for Registration & Payment Times, Refund Date, Drop Deadlines, Final Exam Schedule,	
Summer 2022 (202230) May Mini Term-May, Summer I-June, Summer II-July, Weekend, All Parts of Term	
May 20, 2022 through August 12, 2022 (Administrative Offices Closed Friday at Noon)	
January 24, 2022 (M)	Open SOS and Course Finder for View Access Only
February 12, 2022 (SA)	Campus-Based and Foundation Scholarship Applications open for Fall 2022 (202310)
February 21 - April 28, 2022 (M-TH)	Registration for Classes Beginning May 16, 2022
February 21 - May 12, 2022 (M-TH)	Registration for Classes Beginning June 6, 2022 and July 11, 2022
February 26, 2022 (SA)	Banner Maintenance (Banner & SOS unavailable)
March 14-20, 2022 (Inclusive) (M-SU)	Spring Break - March 14-18, 2022 (No Classes Held March 14 - 20)
March 14-20, 2022 (M-SU)	Facilities & Utility System Maintenance
March 26, 2022 (SA)	Banner Maintenance (Banner & SOS unavailable)
April 4, 2022 (M)	Summer 2022 (202230) Installment Payment Plan Available Installment Payment Plan Dates: June 6, 2022 (M) June 20, 2022 (M) July 11, 2022 (M) July 25, 2022 (M) All payments due by 7:00 PM
April 15, 2022 (F)	Spring Holiday (No Classes Held - April 15-17)
April 15-April 17, 2022 (F-SU)	Facilities & Utility System Maintenance
April 23, 2022 (SA)	Banner Maintenance (Banner & SOS unavailable)
April 28, 2022 (TH)	Registration Payment Deadline by 7:00 PM for Classes Beginning May 16, 2022 Any unpaid or partially unpaid registrants will be subject to being removed from one or more courses.
April 29-May 15, 2022 (F-SU)	Registration Open And Payment Due on Day of Registration for classes beginning May 16, 2022.
May 12, 2022 (TH)	Registration Payment Deadline by 7:00 PM for ALL registrations through May 12, 2022 for Summer 2022 (202230). Any unpaid or partially unpaid registrants will be subject to being removed from one or more courses.
May 13 - June 5, 2022 (F-SU)	Registration Open for Classes beginning on June 6, 2022 (202230) and all financial obligations not covered by financial aid, installment payment plan, third party agreement, exemption, or scholarship must be paid on day of registration.
May 13 - July 10, 2022 (F-SU)	Registration Open for Classes beginning on July 11, 2022 (202230) and all financial obligations not covered by financial aid, installment payment plan, third party agreement, exemption, or scholarship must be paid on day of registration.
May 16, 2022 (M)	May Mini (3), First Eight-Week (8), Eleven-Week (11) & Thirteen-Week (13) Classes Begin
May 20, 2022 (F)	Weekend Twelve-Week Full Term (1W) Classes Begin
May 20, 2022 (F)	Administrative Offices Closed Every Friday at Noon through August 12, 2022
May 21, 2022 (SA)	Banner Maintenance (Banner & SOS unavailable)
May 23, 2022 (M)	Twelve-Week (12) Classes Begin
May 30, 2022 (M)	Facilities & Utility System Maintenance
May 30, 2022 (M)	Memorial Day Holiday (No Classes Held)
June 3, 2022 (F)	May Mini (3) Ends (Last Day of Finals)
June 6, 2022 (M)	Full Ten-Week Semester (1), First Five-Week (5A), Second Eight-Week (8A) Classes Begin
June 6, 2022 (M)	Installment Payment Plan Due Date due by 7:00 PM
June 18, 2022 (SA)	Banner Maintenance (Banner & SOS unavailable)
June 20, 2022 (M)	Installment Payment Plan Due Date due by 7:00 PM
June 30, 2022 (TH)	Campus-Based and Foundation Scholarships close for Fall 2022 (202310)
June 30, 2022 (TH)	Financial Aid Application Priority Deadline for Fall 2022 (202310)
July 4, 2022 (M)	Independence Day Holiday - (No Classes Held July 2-4)
July 7, 2022 (TH)	First Five-Week (5A) & First Eight-Week (8) End (Last Day of Finals)
July 11, 2022 (M)	Second Five-Week (5B) Classes Begin
July 11, 2022 (M)	Installment Payment Plan Due Date by 7:00 PM
July 14, 2022 (TH)	Last Day to submit name to be included in December Commencement Program
July 16, 2022 (SA)	Banner Maintenance (Banner & SOS unavailable)
July 25, 2022 (M)	Installment Payment Plan Due Date by 7:00 PM
July 28, 2022 (TH)	Second Eight-Week (8A) & Eleven-Week (11) End (Last Day of Finals)
August 7, 2022 (SU)	Weekend Full Term (1W) Ends (Last Day of Finals)

**San Jacinto College District
Academic Calendar 2021-2022**

August 11, 2022 (TH)	Full Semester (1), Thirteen-Week (13), Twelve-Week (12), Second Five-Week (5B) End (Last Day of Finals)	
August 13, 2022 (SA)	Grades due for Final Parts of Term (1, 13, 12, 5B) by 7:00 PM	
Please consult the Summer 2022 (202230) Online Schedule of Classes for Registration & Payment Times, Refund Dates, Drop Deadlines, Final Exam Schedule,		
Date(s)	Holidays	Number of Holidays
September 6, 2021	Labor Day	1
November 24-26, 2021 (No Classes Held November 24-28)	Thanksgiving	3
December 22-24, 27-31, 2021 (8)	Winter Break	8
January 17, 2022	Martin Luther King, Jr. Day	1
March 14-18, 2022 (No Classes Held March 14 - 20)	Spring Break	5
April 15, 2022 (No Classes Held April 15 - 17)	Spring Holidays	1
May 30, 2022	Memorial Day	1
July 4, 2022 (No Classes Held July 2-4)	Independence Day Holiday	1
Total Holidays 2021-2022		21
Fall 2022 (202310) – TENTATIVE (not Board approved) DO NOT PRINT IN ANY PUBLICATIONS		
Fall Semester 2022 (Term 202310)		
February 21, 2022 (M)	Open SOS and Course Finder for View Access Only	
April 4 - April 17, 2022 (M-SU)	Priority Registration (Currently Enrolled Students Only)	
April 18, 2022 (M) - Last Part of Term	Registration (All Students & Applicants)	
August 14-20, 2022 (SU-SA)	Blackboard Maintenance	
August 15-19, 2022 (M-F)	College Community Week	
August 22, 2022 (M) (Texas Common Calendar Date)	Regular Classes Begin	
December 9, 2022 (F)	Regular Classes End	

**Academic Calendar Development Committee and Constituent Groups
(2021-2022)**

Please be sure to communicate any calendar issues and solicit feedback from your constituent groups to bring to the committee.

SLT Sponsor: Laurel Williamson

Constituent Groups	Members	Campus*
Committee Chair	Kevin McKisson	D
Administrative Organization	Amy Arrowood	S
Auxiliary Services	Jeffrey Augustine	D
Banner Student System Services	April Kearns	D
Business Office/Finance	Carin Hutchins	D
Business Office/Finance	Genoveva Garcia	D
Center for Teaching & Learning	Martha Robertson	D
College Preparatory Division	Rebecca Goosen	D
Contact Center	Ernesto Wallmark	D
Continuing & Professional Development	Sarah Janes	D
Curriculum/Catalog Manager/Developer	Ann Pearson	D
Deans (Academic)	DeRhonda McWaine	C
Deans (Administration)	Joseph Hebert	S
Deans (Health Sciences)	Rhonda Bell	C
Deans (Technical)	Heather Rhodes	N
Department Chair	Lee Benjamins	GP
Dual Credit & Early College High Schools	Deborah Smith	S
Educational Planning Counseling & Completion	Tami Kelly	N
Educational Planning Counseling & Completion	Sonia Townsend	GP
Facilities and Construction	Bryan Jones / Ron Andell	D
Faculty Member Central	Julie Groesch (English)	C
Faculty Member North	Dana Holst (EMS)	N
Faculty Member South	Louis Pitre (Bus. Office Tech)	S
Faculty Senate Representative	Robert Flynn	GP
Financial Aid	Robert Merino	D
Foundation (Scholarships)	Tammy McAdams	D
Human Resources	Shanna Dement	D
Information Technology Services	Kathy Edwards	D
Information Technology Services	Linda Pennington	D
Institutional Research	George Gonzalez	D
Marketing	Amanda Fenwick	D
Police	Bruce Caldwell	D
Provosts	J. Aaron Knight	S
Records Management	Joan Rondot	D
Asst Vice Chancellor, Inst Eff, Assessment, Acred	Chris Duke	D
Staff Organization	Gina Thomas	N
Student Representative	Ashley Medina	D
Associate Vice Chancellor of Student Services	Joanna Zimmermann	D
Weekend College & Evening Division	Chris Crumley	C

*C (Central); D (District); N (North); S (South); GP (Generation Park)

Action Item "XII"
Regular Board Meeting December 7, 2020

Consideration of Acceptance of the 2019-2020 Comprehensive Annual Financial Report

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve acceptance of the comprehensive annual financial report and the independent auditor's reports for the fiscal year ended August 31, 2020.

BACKGROUND

The comprehensive annual financial report (CAFR) for the fiscal year ended August 31, 2020, and the independent auditor's reports thereon are presented for Board review and acceptance. The independent auditing firm of Whitley Penn LLP has issued an unmodified or "clean" opinion on the College's financial statements and federal and state assistance programs.

The College is required to meet the reporting quality standards of the Texas Higher Education Coordinating Board as presented in its annual financial report reporting requirements manual. For the CAFR for fiscal year ended August 31, 2020, the College has elected to meet the higher quality standards of the Government Finance Officers Association (GFOA) with a goal to qualify the report for the GFOA Certificate of Achievement for Excellence in Financial Reporting. The GFOA certificate is only awarded to government units and public employee retirement systems whose comprehensive annual financial reports achieve the highest standards in government accounting and financial reporting.

IMPACT OF THIS ACTION

Acceptance by the Board of Trustees satisfies requirements of the State of Texas, the Texas Higher Education Coordinating Board, and the U.S. Government. According to the requirements, the College must have its accounting records audited annually by a firm of independent certified public accountants and the related audit opinion must be accepted by the Board of Trustees. Acceptance by the Board of Trustees will allow the College to meet reporting and filing timelines.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

No budget impact.

MONITORING AND REPORTING TIMELINE

None

ATTACHMENTS

Draft of the San Jacinto College 2019-2020 Comprehensive Annual Financial Report is provided under separate cover.

Action Item "XII"
Regular Board Meeting December 7, 2020

Consideration of Acceptance of the 2019-2020 Comprehensive Annual Financial Report

RESOURCE PERSONNEL

Teri Zamora	281-998-6306	teri.zamora@sjcd.edu
Carin Hutchins	281-998-6109	carin.hutchins@sjcd.edu
William. E. Dickerson	281-998-6142	bill.dickerson@sjcd.edu
Anita Dewease	281-998-6141	anita.dewease@sjcd.edu

Action Item "XIII"
Regular Board Meeting December 7, 2020
Consideration of Approval of Financing Team and Related Expenditures

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the team of professionals and estimated expenditures associated with upcoming issuance and refinancing of General Obligation Bonds.

BACKGROUND

The administration is proposing to issue approximately \$85 million of Limited Tax General Obligation Bonds and refinance up to \$21 million of Limited Tax General Obligation Bonds during 2020. The order authorizing these transactions is proposed separately.

This approval accepts the proposed team and estimated expenditures that will be participating in any approved transactions, as outlined on Attachment 1.

IMPACT OF THIS ACTION

Approval by the Board of Trustees allows expenditures estimated to total \$402,300 for underwriting services, and \$360,000 for other professional services and related expenses. These expenses will be paid at closing as part of the transaction, and will not consume any regularly budgeted funds of the College.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

Debt service on the issued bonds will be paid for by an annual interest and sinking tax levy authorized by the voters. The estimated expenses associated with issuance will be netted from funds received in the upcoming transaction.

MONITORING AND REPORTING TIMELINE

Updates will be provided to the Board of Trustees regarding the final costs of the bond transactions.

ATTACHMENTS

Attachment 1 - Professionals Participating in Debt Transaction and Estimated Expenditures

RESOURCE PERSONNEL

Teri Zamora	281-998-6306	teri.zamora@sjcd.edu
Carin Hutchins	281-998-6109	carin.hutchins@sjcd.edu

Attachment 1

Professionals Participating in Debt Transaction and Estimated Expenditures – January 2021

Underwriters:	<u>\$ 402,300</u>
• Goldman Sachs - Senior	
• Mesirow	
• Morgan Stanley	
• Piper Jaffray & Co.	
Other Professional Services:	
Independent Municipal Advisor – PFM	\$ 98,900
Bond Counsel – Hunton Andrews Kurth LLP (Tom Sage)	\$ 76,800
Disclosure Counsel – Holland and Knight LLP (Derrick Mitchell)	\$ 35,800
Ratings Agencies:	
• Moody’s	\$ 57,000
• S&P	\$ 55,000
Attorney General	\$ 9,500
Other (Paying Agent, Escrow Agent, misc.)	\$ 17,000
Contingency	<u>\$ 10,000</u>
Total	<u>\$ 360,000</u>

CONSIDERATION OF APPROVAL TO ADOPT AN ORDER AUTHORIZING THE ISSUANCE OF SAN JACINTO COMMUNITY COLLEGE DISTRICT LIMITED TAX GENERAL OBLIGATION BUILDING AND/OR REFUNDING BONDS; SETTING CERTAIN PARAMETERS FOR THE BONDS; AUTHORIZING THE VICE CHANCELLOR OF FISCAL AFFAIRS TO APPROVE THE AMOUNT, THE INTEREST RATE, PRICE, INCLUDING THE TERMS THEREOF AND CERTAIN OTHER PROCEDURES AND PROVISIONS RELATED THERETO

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the parameter order authorizing the issuance of a maximum of \$85 million of Limited Tax General Obligation Buildings Bonds and/or a maximum of \$21 million Limited Tax General Obligation Refunding Bonds and authorizing the Vice Chancellor of Fiscal Affairs to approve the amount, interest rate, price, terms and other related provisions.

BACKGROUND

On November 3, 2015, the voters of the San Jacinto Community College District (College) passed an election authorizing the issuance of \$425 million in bonds for the purpose of the construction, renovation, acquisition, and equipment of college buildings and the purchase of the necessary sites for college buildings, in conformity with laws of the State of Texas. The proceeds of the building bonds are only to be used for the voter approved purposes and the associated expenses authorized by law relating to the issuance of the bonds.

General Obligation Bonds (GO Bonds) issued by the College are structured as serial bond issues, meaning that they are a series of “layers” of fixed rate, fixed maturity bonds. In addition, GO Bonds may have a call feature which grants the College the opportunity to pay off the outstanding bonds at the determined date which is generally 10 years from the bond issuance date. Depending upon the economic cycles and interest rate levels, institutions may be able to save money by redeeming bonds early. In practice, this is accomplished by issuing new bonds at a lower interest rate and using the proceeds to pay off the older, higher interest rate bonds.

The first and second installments of \$150 million of GO bonds were issued in March 2016 and February 2019, respectively. The third installment of \$85 million of GO bonds is proposed to be priced in January 2021 with a closing date in February 2020.

If favorable market conditions continue, the College may have an opportunity to issue refunding bonds to effectively replace bonds that were originally issued in 2011 (see Exhibit A of the attachment) and realize annual reductions to interest cost over the remaining life of the bonds.

The College may issue both types of bonds in the same issuance document to achieve cost savings by combining some costs of issuances but achieving these efficiencies in a manner to allow proper segregation of authority and use of proceeds.

CONSIDERATION OF APPROVAL TO ADOPT AN ORDER AUTHORIZING THE ISSUANCE OF SAN JACINTO COMMUNITY COLLEGE DISTRICT LIMITED TAX GENERAL OBLIGATION BUILDING AND/OR REFUNDING BONDS; SETTING CERTAIN PARAMETERS FOR THE BONDS; AUTHORIZING THE VICE CHANCELLOR OF FISCAL AFFAIRS TO APPROVE THE AMOUNT, THE INTEREST RATE, PRICE, INCLUDING THE TERMS THEREOF AND CERTAIN OTHER PROCEDURES AND PROVISIONS RELATED THERETO

IMPACT OF THIS ACTION

Adoption of this order authorizing a parameter sale will allow the College to choose the time to issue bonds in one or more series when it is advantageous to the College. The parameters that must be satisfied before the College will issue bonds are:

(1) For the New Buildings Bonds - the maximum issuance is \$85 million; the price shall not be less than 90% of the aggregate original principal amount of the bonds plus accrued interest; the maximum maturity date will not exceed 30 years; and

(2) For the Refunding Bonds - the maximum issuance is \$21 million, the net present value savings in debt service resulting from any refunding of the refunded bonds shall be, in the case of any current refunding, at least 3% of the principal amount of the refunded bonds as shown by a table of calculations prepared by the College's financial advisor and attached to the Officer's Pricing Certificate; the amount of the bonds must be sufficient to provide the amounts necessary to fund the costs and related issuance expenses of the refunded bonds; and

(3) For Either Bond Series - the parameter sale is authorized for one year from the date of the Order; the net effective interest rate shall not exceed the maximum rate allowed by Chapter 1204, Texas Government Code, as amended; the costs of issuance shall be paid by the bonds.

The order authorizes the Vice Chancellor of Fiscal Affairs to act on behalf of the College in the issuance of the bonds. The Building Bonds and/or the Refunding Bonds will not be issued if the applicable conditions are not met.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

Debt service on the issued bonds will be paid for by an annual interest and sinking tax levy authorized by the voters.

MONITORING AND REPORTING TIMELINE

Updates will be provided to the Board of Trustees regarding any bond issuances of the College.

CONSIDERATION OF APPROVAL TO ADOPT AN ORDER AUTHORIZING THE ISSUANCE OF SAN JACINTO COMMUNITY COLLEGE DISTRICT LIMITED TAX GENERAL OBLIGATION BUILDING AND/OR REFUNDING BONDS; SETTING CERTAIN PARAMETERS FOR THE BONDS; AUTHORIZING THE VICE CHANCELLOR OF FISCAL AFFAIRS TO APPROVE THE AMOUNT, THE INTEREST RATE, PRICE, INCLUDING THE TERMS THEREOF AND CERTAIN OTHER PROCEDURES AND PROVISIONS RELATED THERETO

ATTACHMENTS

Attachment 1 - Parameter Order Authorizing the Issuance of Building and/or Refunding Bonds

RESOURCE PERSONNEL

Teri Zamora	281-998-6306	Teri.Zamora@sjcd.edu
Carin Hutchins	281-998-6109	Carin.Hutchins@sjcd.edu

Attachment 1

ORDER AUTHORIZING THE ISSUANCE OF SAN JACINTO COMMUNITY COLLEGE DISTRICT LIMITED TAX GENERAL OBLIGATION BUILDING AND/OR REFUNDING BONDS; SETTING CERTAIN PARAMETERS FOR THE BONDS; AUTHORIZING THE VICE CHANCELLOR OF FISCAL AFFAIRS TO APPROVE THE AMOUNT, THE INTEREST RATE, PRICE, INCLUDING THE TERMS THEREOF AND CERTAIN OTHER PROCEDURES AND PROVISIONS RELATED THERETO

THE STATE OF TEXAS §
COUNTIES OF HARRIS AND CHAMBERS §
SAN JACINTO COMMUNITY COLLEGE DISTRICT §

WHEREAS, San Jacinto Community College District (the “District”) has heretofore issued the bonds described in Exhibit A attached hereto and as more particularly described in the Officer’s Pricing Certificate; and

WHEREAS, the District desires to refund a portion of said bonds (the “Refunded Bonds”) in advance of their maturities; and

WHEREAS, Chapter 1207, Texas Government Code, authorizes the District to issue refunding bonds for the purpose of refunding the Refunded Bonds in advance of their maturities, and to accomplish such refunding by depositing directly with a paying agent for the Refunded Bonds (or other qualified escrow agent), the proceeds of such refunding bonds, together with other available funds, in an amount sufficient to provide for the payment or redemption of the Refunded Bonds, and provides that such deposit shall constitute the making of firm banking and financial arrangements for the discharge and final payment or redemption of the Refunded Bonds; and

WHEREAS, upon the issuance of the refunding bonds herein authorized and the deposit of funds referred to above, the Refunded Bonds shall no longer be regarded as being outstanding, except for the purpose of being paid pursuant to such deposit, and the pledges, liens, trusts and all other covenants, provisions, terms and conditions of the orders authorizing the issuance of the Refunded Bonds shall be, with respect to the Refunded Bonds, discharged, terminated and defeased; and

WHEREAS, the District also wishes to issue bonds hereinafter authorized that were duly and favorably voted at an election held in the District on the 3rd day of November, 2015 (the “Election”); and

WHEREAS, the Board of Trustees of the District does hereby determine that bonds and any premium charged against such voted authority in an aggregate amount not to exceed \$85,000,000 should be issued as the third installment of a total \$425,000,000 bonds voted at the Election pursuant to Chapter 130, Texas Education Code, and

WHEREAS, the District has a principal amount of at least \$100,000,000 in a combination of outstanding long-term indebtedness and long-term indebtedness proposed to be issued, and some amount of such long-term indebtedness is rated in one of the four highest rating categories for long-term debt instruments by a nationally recognized rating agency for municipal securities

without regard to the effect of any credit agreement or other form of credit enhancement entered into in connection with the obligation, and therefore, the District qualifies as an “Issuer” under Chapter 1371, Texas Government Code; and

WHEREAS, pursuant to Sections 1207.007 and 1371.053, Texas Government Code, the District desires to delegate the authority to the Vice Chancellor of Fiscal Affairs to effect the sale of the Bonds, from time to time and in one or more installments; Now, therefore

BE IT ORDERED BY THE BOARD OF TRUSTEES OF SAN JACINTO COMMUNITY COLLEGE DISTRICT:

1. Recitals; Consideration. It is hereby found and determined that the matters and facts set out in the preamble to this Order are true and correct.

It is hereby found and determined that the refunding contemplated in this Order will benefit the District by providing a present value savings in the debt service payable by the District, and that such benefit is sufficient consideration for the refunding of the Refunded Bonds, and that the issuance of the refunding bonds is in the best interests of the District.

2. Definitions. Throughout this Order the following terms and expressions as used herein shall have the meanings set forth below:

“Acts” means Chapters 1207 and 1371, Texas Government Code.

“Blanket Issuer Letter of Representations” means the Blanket Issuer Letter of Representations between the District, the Registrar and DTC.

“Bonds” means one or more series of the San Jacinto Community College District Limited Tax General Obligation _____¹, Series _____² authorized in this Order and more fully described in the Officer’s Pricing Certificate, unless the context clearly indicates otherwise.

“Business Day” means any day that is not a Saturday, Sunday or a day that the Registrar is authorized by law or executive order to close.

“Capital Appreciation Bonds” means those Bonds bearing compound interest at the rate set out in the Officer’s Pricing Certificate to accrete from their date of delivery and compounding on the dates set forth in the Officer’s Pricing Certificate, payable only at maturity.

“Code” means the Internal Revenue Code of 1986.

“Comptroller” means the Comptroller of Public Accounts of the State of Texas.

“Current Interest Bonds” means those Bonds on which interest is paid semiannually on the Interest Payment Dates.

¹Insert from Officer’s Pricing Certificate.

²Insert from Officer’s Pricing Certificate.

“Debt Service Fund” means the interest and sinking fund for payment of the Bonds established by the District in Section 19 of this Order.

“District” means the San Jacinto Community College District.

“DTC” means The Depository Trust Company of New York, New York, or any successor securities depository.

“DTC Participant” means brokers and dealers, banks, trust companies, clearing corporations and certain other organizations on whose behalf DTC was created to hold securities to facilitate the clearance and settlement of securities transactions among DTC Participants.

“Escrow Agent” means the place of payment for the Refunded Bonds or trust company or commercial bank identified in the Escrow Agreement and its successors in such capacity.

“Escrow Agreement” means the agreement between the District and the Escrow Agent relating to the escrow of funds to pay the Refunded Bonds.

“Initial Bonds” means the Initial Current Interest Bond and the Initial Capital Appreciation Bond.

“Initial Capital Appreciation Bond” means the Initial Capital Appreciation Bond authorized by Section 4(b)(ii).

“Initial Current Interest Bond” means the Initial Current Interest Bond authorized by Section 4(b)(i).

“Interest Payment Date”, when used in connection with any Current Interest Bond, means the dates set forth in the Officer’s Pricing Certificate.

“Issuance Date” means the date on which the Bonds are delivered to and paid for by the Underwriters.

“MSRB” means the Municipal Securities Rulemaking Board.

“Officer’s Pricing Certificate” means a certificate signed by the Pricing Officer and containing the information specified herein regarding any series of Bonds issued hereunder.

“Order” as used herein and in the Bonds means this order authorizing the Bonds.

“Owner” means any person who shall be the registered owner of any outstanding Bond.

“Pricing Officer” means the Vice Chancellor of Fiscal Affairs of the District.

“Purchase Agreement” means the agreement between the District and the Underwriters described in Section 4(e) of this Order.

“Record Date” means, for any Interest Payment Date, the close of business of the last Business Day of the month next preceding each Interest Payment Date.

“Refunded Bonds” means the bonds described in Exhibit A attached hereto and as more particularly described in the Officer’s Pricing Certificate.

“Register” means the books of registration in which the Registrar maintains the names and addresses of each Owner as well as the principal amounts of the Bonds registered to each Owner.

“Registrar” means the bank or trust company identified in the Officer’s Pricing Certificate, and its successors in that capacity.

“Report” means the report of Public Finance Partners (or one or more certified public accountants or a firm thereof), verifying the accuracy of certain mathematical computations relating to each issuance of the Bonds and the Refunded Bonds.

“Rule” means SEC Rule 15c2-12.

“SEC” means the United States Securities and Exchange Commission.

“Underwriters” means the individual underwriter or underwriting syndicate identified in the Officer’s Pricing Certificate.

“Vice Chancellor of Fiscal Affairs” means Teri Zamora, or such other person servicing the District as a successor in that capacity.

3. Authorization. The Bonds shall be issued in fully registered form, in one or more series, in a maximum principal amount (i) not to exceed \$85,000,000 including any premium counted against voted authorization, for the purpose of the construction, renovation, acquisition, and equipment of school buildings in the District and the purchase of the necessary sites for school buildings, under and in strict conformity with the Constitution and laws of the State of Texas, particularly Chapter 130, Texas Education Code and Chapter 1371, Texas Government Code and (ii) not to exceed \$25,000,000 for the purpose of refunding the Refunded Bonds, under and in strict conformity with the Constitution and laws of the State of Texas, particularly Chapters 1207 and 1371, Texas Government Code.

4. Delegation of Authority. As authorized by Sections 1207.007 and 1371.053, Texas Government Code, the Pricing Officer is authorized to act on behalf of the District through a date one year from the date of this Order, from time to time, in selling and delivering one or more series of Bonds, subject to the conditions and carrying out the other procedures as set forth below:

(a) Designation. The Bonds shall be designated as “SAN JACINTO COMMUNITY

COLLEGE DISTRICT LIMITED TAX GENERAL OBLIGATION _____³, SERIES _____⁴ ”
and more fully described in the Officer’s Pricing Certificate.

(b) The Bonds may be issued as Current Interest Bonds and/or Capital Appreciation Bonds.

(i) The Initial Current Interest Bond shall be numbered ICI-1 and all other Current Interest Bonds shall be numbered in sequence beginning with RCI-1. Current Interest Bonds delivered on transfer of or in exchange for other Current Interest Bonds shall be numbered in order of their authentication by the Registrar, shall be in the denomination of \$5,000 or integral multiples thereof, and shall mature on the same date and bear interest at the same rate as the Bond or Bonds in lieu of which they are delivered.

(ii) The Capital Appreciation Bonds, if any, shall be initially issued bearing compound interest at the rates set out in the Officer’s Pricing Certificate. The Initial Capital Appreciation Bond shall be numbered ICA-1 and all other Capital Appreciation Bonds shall be numbered in sequence beginning with RCA-1. Capital Appreciation Bonds delivered on transfer of or in exchange for other Capital Appreciation Bonds shall be numbered in order of their authentication by the Registrar, shall be in the Maturity Amount of \$5,000 or integral multiples thereof, and shall mature on the same date and bear interest at the same rate as the Bond or Bonds in lieu of which they are delivered.

(c) Date, Denomination, Interest Rates and Maturities. The Bonds shall be dated, mature on the dates in each of the years and in the amounts set out in the Officer’s Pricing Certificate, shall be subject to prior optional and/or mandatory redemption on the dates, for the redemption prices and in the amounts, set out in the Officer’s Pricing Certificate and shall bear interest at the rates and from the date as set out in the Officer’s Pricing Certificate payable on each Interest Payment Date.

(d) Selling and Delivering Bonds. The Pricing Officer is hereby authorized to act on behalf of the District in selling and delivering the Bonds and carrying out the other procedures specified in this Order, including, without limitation, determining the date on and price at which the Bonds will be sold, the method and manner of sale (public or private), the issuance date and dated date of the Bonds, the designation or title of the Bonds, whether particular Bonds will be issued as Current Interest Bonds or Capital Appreciation Bonds, the years in which the Bonds will mature, the aggregate principal amount of the Bonds, the principal amount or Maturity Amount, as the case may be, to mature in each year of maturity, the rate of interest to be borne by each such maturity, the interest payment and record dates, any redemption terms and provisions (including

³Insert from Officer’s Pricing Certificate.

⁴Insert from Officer’s Pricing Certificate.

terms and provisions for optional and mandatory sinking fund redemption), whether to apply for and obtain municipal bond insurance, and all other matters relating to the issuance, sale and delivery of the Bonds, all of which shall be specified in Officer's Pricing Certificate; provided that:

PARAMETERS FOR NEW MONEY BONDS:

- (i) the maximum issuance of an amount not to exceed \$85,000,000;
- (ii) the maximum maturity date will not exceed 30 years;
- (iii) the parameter sale is authorized for one year from the date of the Order;
- (iv) the net effective interest rate shall not exceed the maximum rate allowed by Chapter 1204, Texas Government Code, as amended;
- (v) the cost of issuance shall be paid by the bonds.

PARAMETERS FOR REFUNDING BONDS:

- (i) the maximum issuance of an amount not to exceed \$25,000,000;
- (ii) the net present value savings in debt service resulting from any refunding of the refunded bonds shall be, in the case of any current refunding, at least 3% of the principal amount of the refunded bonds as shown by a table of calculations prepared by the College's financial adviser and attached to the Officer's Pricing Certificate;
- (iii) the amount of the bonds must be sufficient to provide the amounts necessary to fund the costs and related issuance expenses of the refunded bonds;
- (iv) the parameter sale is authorized for one year from the date of the Order;
- (v) the net effective interest rate on the Bonds shall not exceed the maximum rate allowed by Chapter 1204, Texas Government Code;
- (vi) the cost of issuance shall be paid by the bonds.

(e) Sale; Purchase Agreement. The Bonds shall be sold and delivered to the Underwriters at a price to be set forth in the Officer's Pricing Certificate, plus accrued interest to the date of delivery, in accordance with the terms of one or more Purchase Agreements to be approved by the Pricing Officer. The Pricing Officer is hereby authorized and directed to execute one or more Purchase Agreements on behalf of the District, and the Chair and the Vice Chair and all other officers, agents and representatives of the District are hereby authorized to do any and all things necessary or desirable to satisfy the conditions set out therein and to provide for the issuance and delivery of the Bonds.

(f) Use of Proceeds. Proceeds from the sale of the Bonds shall, promptly upon receipt by the District, be applied as follows:

- (i) Accrued interest in the amount of \$_____⁵ and, if necessary, net premium on the Bonds in the amount of \$_____⁶, shall be deposited into the Debt Service Fund.
- (ii) Net premium on the Bonds in the amount of \$_____⁷ shall be used to pay the costs of issuance.
- (iii) Net premium on the Bonds in the amount of \$_____⁸ shall be used to pay the underwriters' discount.
- (iv) If for new money purposes, bond proceeds in the amount of \$_____⁹ shall be used for the purposes described in Section 3(i). Any proceeds of the Bonds remaining after making all deposits and payments shall be deposited into the Debt Service Fund.
- (v) If for refunding purposes, bond proceeds in the amount of \$_____¹⁰, and, if necessary, other available funds from the District in the amount of \$_____¹¹ from the Debt Service Fund shall be applied to establish an escrow fund to refund the Refunded Bonds, as more fully provided in Section 23 of the Order, and, to the extent not otherwise provided for, to pay all expenses arising in connection with the issuance of the Bonds, the establishment of such escrow fund and the refunding of the Refunded Bonds.

Any proceeds of the Bonds remaining after making all such deposits and payments shall be deposited into the Debt Service Fund.

5. Execution and Registration of Bonds. (a) The Bonds shall be signed by the Chair or Vice Chair of the Board and countersigned by the Secretary of the Board, by their manual, lithographed, or facsimile signatures, and the official seal of the District shall be impressed or placed in facsimile thereon. Such facsimile signatures on the Bonds shall have the same effect as

⁵Insert from Officer's Pricing Certificate.

⁶Insert from Officer's Pricing Certificate.

⁷Insert from Officer's Pricing Certificate.

⁸Insert from Officer's Pricing Certificate.

⁹ Insert from Officers Pricing Certificate.

¹⁰Insert from Officer's Pricing Certificate.

¹¹Insert from Officer's Pricing Certificate.

if each of the Bonds had been signed manually and in person by each of said officers, and such facsimile seal on the Bonds shall have the same effect as if the official seal of the District had been manually impressed upon each of the Bonds.

(b) If any officer of the District whose manual or facsimile signature shall appear on the Bonds shall cease to be such officer before the authentication of such Bonds or before the delivery of such Bonds, such manual or facsimile signature shall nevertheless be valid and sufficient for all purposes as if such officer had remained in such office.

(c) Except as provided below, no Bond shall be valid or obligatory for any purpose or be entitled to any security or benefit of this Order unless and until there appears thereon the Registrar's Authentication Certificate substantially in the form provided herein, duly authenticated by manual execution by an officer or duly authorized signatory of the Registrar. In lieu of the executed Registrar's Authentication Certificate described above, the Initial Bonds delivered at the Issuance Date shall have attached thereto the Comptroller's Registration Certificate substantially in the form provided herein, manually executed by the Comptroller, or by her duly authorized agent, which certificates shall be evidence that the Initial Bonds have been duly approved by the Attorney General of the State of Texas and that they are valid and binding obligations of the District, and have been registered by the Comptroller.

(d) On the Issuance Date, the Initial Bonds, payable in stated installments to the Underwriters or their designee, executed by manual or facsimile signature of the Chair of the Board and Secretary of the Board, approved by the Attorney General, and registered and manually signed by the Comptroller, shall be delivered to the Underwriters or their designee. Upon payment for the Initial Bonds, the Registrar shall cancel the Initial Bond and definitive Bonds shall be delivered to DTC.

6. Payment of Principal and Interest. The Registrar is hereby appointed as the registrar and paying agent for the Bonds. The principal of the Bonds shall be payable, without exchange or collection charges, in any coin or currency of the United States of America which, on the date of payment, is legal tender for the payment of debts due the United States of America, upon their presentation and surrender as they respectively become due and payable at the corporate trust office of the Registrar. The interest on each Bond shall be payable on each Interest Payment Date, by check mailed by the Registrar on or before the Interest Payment Date to the Owner of record as of the Record Date, to the address of such Owner as shown on the Register.

If the date for payment of the principal of or interest on any Bond is not a Business Day, then the date for such payment shall be the next succeeding Business Day with the same force and effect as if made on the date payment was originally due.

7. Successor Registrars. The District covenants that at all times while any Bonds are outstanding it will provide a commercial bank or trust company, organized under the laws of the United States or any state, duly qualified to serve as and perform the duties and services of Registrar for the Bonds. The District reserves the right to change the Registrar for the Bonds on not less than thirty (30) days written notice to the Registrar, so long as any such notice is effective not less than sixty (60) days prior to the next succeeding principal or interest payment date on the

Bonds. Promptly upon the appointment of any successor Registrar, the previous Registrar shall deliver the Register or copies thereof to the new Registrar, and the new Registrar shall notify each Owner, by United States mail, first class postage prepaid, of such change and of the address of the new Registrar. Each Registrar hereunder, by acting in that capacity, shall be deemed to have agreed to the provisions of this Section.

8. Special Record Date. If interest on any Bond is not paid on any Interest Payment Date and continues unpaid for thirty (30) days thereafter, the Registrar shall establish a new record date for the payment of such interest, to be known as a Special Record Date. The Registrar shall establish a Special Record Date when funds to make such interest payment are received from or on behalf of the District. Such Special Record Date shall be fifteen (15) days prior to the date fixed for payment of such past due interest, and notice of the date of payment and the Special Record Date shall be sent by United States mail, first class, postage prepaid, not later than five (5) days prior to the Special Record Date, to each affected Owner of record as of the close of business on the day prior to the mailing of such notice.

9. Book-Entry Only System. (a) The Initial Bonds shall be registered in the name designated in the Officer's Pricing Certificate. Except as provided in Section 10 hereof, all other Bonds shall be registered in the name of Cede & Co., as nominee of DTC.

(b) With respect to Bonds registered in the name of Cede & Co., as nominee of DTC, the District and the Registrar shall have no responsibility or obligation to any DTC Participant or to any person on behalf of whom such DTC Participant holds an interest in the Bonds, except as provided in this Order. Without limiting the immediately preceding sentence, the District and the Registrar shall have no responsibility or obligation with respect to (i) the accuracy of the records of DTC, Cede & Co. or any DTC Participant with respect to any ownership interest in the Bonds, (ii) the delivery to any DTC Participant or any other person, other than an Owner, as shown on the Register, of any notice with respect to the Bonds, including any notice of redemption or (iii) the payment to any DTC Participant or any other person, other than an Owner, as shown on the Register, of any amount with respect to principal of, premium, if any, or interest on the Bonds. Notwithstanding any other provision of this Order to the contrary, the District and the Registrar shall be entitled to treat and consider the person in whose name each Bond is registered in the Register as the absolute Owner of such Bond for the purpose of payment of principal of and interest on the Bonds, for the purpose of giving notices of redemption and other matters with respect to such Bond, for the purpose of registering transfer with respect to such Bond, and for all other purposes whatsoever. The Registrar shall pay all principal of, premium, if any, and interest on the Bonds only to or upon the order of the respective Owners, as shown in the Register as provided in this Order, or their respective attorneys duly authorized in writing, and all such payments shall be valid and effective to fully satisfy and discharge the District's obligations with respect to payments of principal, premium, if any, and interest on the Bonds to the extent of the sum or sums so paid. No person other than an Owner, as shown in the Register, shall receive a Bond certificate evidencing the obligation of the District to make payments of amounts due pursuant to this Order. Upon delivery by DTC to the Registrar of written notice to the effect that DTC has determined to substitute a new nominee in place of Cede & Co., and subject to the provisions of this Order with respect to interest checks being mailed to the Owner of record as of the Record Date, the phrase "Cede & Co." in this Order shall refer to such new nominee of DTC.

10. Successor Securities Depository; Transfer Outside Book-Entry Only System. In the event that the District, in its sole discretion, determines that the beneficial owners of the Bonds should be able to obtain certificated Bonds, or in the event DTC discontinues the services described herein, the District shall (i) appoint a successor securities depository, qualified to act as such under Section 17(a) of the Securities and Exchange Act of 1934 notify DTC and DTC Participants, as identified by DTC, of the appointment of such successor securities depository and transfer one or more separate Bonds to such successor securities depository or (ii) notify DTC and DTC Participants, as identified by DTC, of the availability through DTC of Bonds and transfer one or more separate Bonds to DTC Participants having Bonds credited to their DTC accounts, as identified by DTC. In such event, the Bonds shall no longer be restricted to being registered in the Register in the name of Cede & Co., as nominee of DTC, but may be registered in the name of the successor securities depository, or its nominee, or in whatever name or names Owners transferring or exchanging Bonds shall designate, in accordance with the provisions of this Order.

11. Payments to Cede & Co. Notwithstanding any other provision of this Order to the contrary, so long as any Bonds are registered in the name of Cede & Co., as nominee of DTC, all payments with respect to principal of, premium, if any, and interest on such Bonds, and all notices with respect to such Bonds, shall be made and given, respectively, in the manner provided in the Blanket Letter of Representations.

12. Ownership; Unclaimed Principal and Interest. The District, the Registrar and any other person may treat the person in whose name any Bond is registered as the absolute owner of such Bond for the purpose of making and receiving payment of the principal of or interest on such Bond, and for all other purposes, whether or not such Bond is overdue, and neither the District nor the Registrar shall be bound by any notice or knowledge to the contrary. All payments made to the person deemed to be the Owner of any Bond in accordance with this Section shall be valid and effectual and shall discharge the liability of the District and the Registrar upon such Bond to the extent of the sums paid.

Amounts held by the Registrar which represent principal of and interest on the Bonds remaining unclaimed by the Owner after the expiration of three years from the date such amounts have become due and payable shall be reported and disposed of by the Registrar in accordance with the applicable provisions of Texas law including, to the extent applicable, Title 6 of the Texas Property Code.

13. Registration, Transfer and Exchange. So long as any Bonds remain outstanding, the Registrar shall keep the Register at its corporate trust office. Subject to such reasonable regulations as it may prescribe, the Registrar shall provide for the registration and transfer of Bonds in accordance with the terms of this Order.

Each Bond shall be transferable only upon the presentation and surrender thereof at the corporate trust office of the Registrar, duly endorsed for transfer, or accompanied by an assignment duly executed by the registered Owner or his authorized representative in form satisfactory to the Registrar. Upon due presentation of any Bond for transfer, the Registrar shall authenticate and deliver in exchange therefor, within three (3) Business Days after such presentation, a new Bond

or Bonds of the same type registered in the name of the transferee or transferees, in authorized denominations and of the same maturity and aggregate principal amount and bearing interest at the same rate as the Bond or Bonds so presented.

All Bonds shall be exchangeable upon presentation and surrender thereof at the corporate trust office of the Registrar, for a Bond or Bonds of the same type, maturity and interest rate in any authorized denomination, in an aggregate amount equal to the unpaid principal amount of the Bond or Bonds presented for exchange. The Registrar shall be and is hereby authorized to authenticate and deliver exchange Bonds in accordance with the provisions of this Section. Each Bond delivered in accordance with this Section shall be entitled to the benefits and security of this Order to the same extent as the Bond or Bonds in lieu of which such Bond is delivered.

The District or the Registrar may require the Owner of any Bond to pay a sum sufficient to cover any tax or other governmental charge that may be imposed in connection with the transfer or exchange of such Bond. Any fee or charge of the Registrar for such transfer or exchange shall be paid by the District.

14. Mutilated, Lost or Stolen Bonds. Upon the presentation and surrender to the Registrar of a mutilated Bond, the Registrar shall authenticate and deliver in exchange therefor a replacement Bond of like maturity, interest rate, and principal amount, bearing a number not contemporaneously outstanding. If any Bond is lost, apparently destroyed, or wrongfully taken, the District, pursuant to the applicable laws of the State of Texas and in the absence of notice or knowledge that such Bond has been acquired by a bona fide purchaser, shall authorize and the Registrar shall authenticate and deliver a replacement Bond of like maturity, interest rate and principal amount, bearing a number not contemporaneously outstanding.

The District or the Registrar may require the Owner of a mutilated Bond to pay a sum sufficient to cover any tax or other governmental charge that may be imposed in connection therewith and any other expenses connected therewith, including the fees and expenses of the Registrar. The District or the Registrar may require the Owner of a lost, apparently destroyed or wrongfully taken Bond, before any replacement Bond is issued, to:

- (1) furnish to the District and the Registrar satisfactory evidence of the ownership of and the circumstances of the loss, destruction or theft of such Bond;
- (2) furnish such security or indemnity as may be required by the Registrar and the District to save them harmless;
- (3) pay all expenses and charges in connection therewith, including, but not limited to, printing costs, legal fees, fees of the Registrar and any tax or other governmental charge that may be imposed; and
- (4) meet any other reasonable requirements of the District and the Registrar.

If, after the delivery of such replacement Bond, a bona fide purchaser of the original Bond in lieu of which such replacement Bond was issued presents for payment such original Bond, the District and the Registrar shall be entitled to recover such replacement Bond from the person to whom it was delivered or any person taking therefrom, except a bona fide purchaser, and shall be entitled to recover upon the security or indemnity provided therefor to the extent of any loss, damage, cost or expense incurred by the District or the Registrar in connection therewith.

If any such mutilated, lost, apparently destroyed or wrongfully taken Bond has become or is about to become due and payable, the District in its discretion may, instead of issuing a replacement Bond, authorize the Registrar to pay such Bond.

Each replacement Bond delivered in accordance with this Section shall be entitled to the benefits and security of this Order to the same extent as the Bond or Bonds in lieu of which such replacement Bond is delivered.

15. Cancellation of Bonds. All Bonds paid in accordance with this Order, and all Bonds in lieu of which exchange Bonds or replacement Bonds are authenticated and delivered in accordance herewith, shall be cancelled and destroyed upon the making of proper records regarding such payment. The Registrar shall furnish the District with appropriate certificates of destruction of such Bonds.

16. Optional and/or Mandatory Redemption; Defeasance. The Bonds are subject to optional and/or mandatory redemption as set forth in the Form of Bonds.

Notice of any redemption identifying the Bonds to be redeemed in whole or in part shall be given by the Registrar at least thirty (30) days prior to the date fixed for redemption by sending written notice by first class mail to the Owner of each Bond to be redeemed in whole or in part at the address shown on the Register. Such notices shall state the redemption date, the redemption price, the place at which Bonds are to be surrendered for payment and, if less than all Bonds of a particular maturity are to be redeemed, the numbers of the Bonds or portions thereof of such maturity to be redeemed. Any notice given as provided in this Section shall be conclusively presumed to have been duly given, whether or not the Owner receives such notice. By the date fixed for redemption, due provision shall be made with the Registrar for payment of the redemption price of the Bonds or portions thereof to be redeemed. When Bonds have been called for redemption in whole or in part and due provision has been made to redeem same as herein provided, the Bonds or portions thereof so redeemed shall no longer be regarded as outstanding except for the purpose of receiving payment solely from the funds so provided for redemption, and the rights of the Owners to collect interest which would otherwise accrue after the redemption date on any Bond or portion thereof called for redemption shall terminate on the date fixed for redemption.

The Bonds may be discharged, defeased, redeemed or refunded in any manner now or hereafter permitted by law.

17. Forms. The form of the Bonds, including the form of Registration Certificate of the Comptroller, which shall be attached or affixed to each Initial Bond, the form of the Registrar's

Authentication Certificate and the form of Assignment, shall be, respectively, substantially as follows, with such additions, deletions and variations as may be required by the Pricing Officer, necessary or desirable and not prohibited by this Order:

[Remainder of this page intentionally left blank]

(a) Form of Current Interest Bond.

UNITED STATES OF AMERICA
STATE OF TEXAS
COUNTIES OF HARRIS AND CHAMBERS

REGISTERED
NUMBER

REGISTERED
DENOMINATION

\$ _____

SAN JACINTO COMMUNITY COLLEGE DISTRICT
LIMITED TAX GENERAL OBLIGATION
_____¹², SERIES _____¹³

INTEREST RATE:

MATURITY DATE:

_____¹⁴

ISSUANCE DATE:

_____¹⁵

CUSIP:

REGISTERED OWNER:

PRINCIPAL AMOUNT:

DOLLARS

SAN JACINTO COMMUNITY COLLEGE DISTRICT (the “District”) promises to pay to the registered owner identified above, or registered assigns, on the maturity date specified above, upon presentation and surrender of this Bond at the corporate trust office of _____¹⁶ (the “Registrar”), the principal amount identified above, payable in any coin or currency of the United States of America which on the date of payment is legal tender for the payment of debts due the United States of America, and to pay interest thereon at the rate shown above, calculated on the basis of a 360-day year of twelve 30-day months, from the Issuance Date, or the most recent interest payment date to which interest has been paid or duly provided for. The dated date of the Bonds is _____¹⁷. Interest on this Bond is payable by check on

¹²Insert from Officer’s Pricing Certificate.

¹³Insert from Officer’s Pricing Certificate.

¹⁴ Insert from Officer’s Pricing Certificate.

¹⁵ Insert from Officer’s Pricing Certificate.

¹⁶Insert from Officer’s Pricing Certificate.

¹⁷ Insert from Officer’s Pricing Certificate.

¹⁸ _____ and ¹⁹ _____ beginning on ²⁰ _____, mailed to the registered owner as shown on the books of registration kept by the Registrar as of the close of business on the last business day of the month next preceding each interest payment date.

THIS BOND is one of a duly authorized issue of Bonds, aggregating \$²¹ _____ (the “Bonds”), issued [(i) for the purpose of the construction, renovation, acquisition, and equipment of school buildings in the District and the purchase of the necessary sites for school buildings, under and in strict conformity with the Constitution and laws of the State of Texas, particularly Chapter 130, Texas Education Code and Chapter 1371, Texas Government Code and (ii) for the purpose refunding the Refunded Bonds, under and in strict conformity with the Constitution and laws of the State of Texas, particularly Chapters 1207 and 1371, Texas Government Code,]²² and pursuant to an order adopted by the Board of Trustees of the District (the “Order”), which Order is of record in the official minutes of the District. [The Bonds are issued as (i) Bonds in the aggregate principal amount of \$²³ _____ which pay interest only at maturity, and (ii) Bonds in the aggregate principal amount of \$²⁴ _____ which pay interest semiannually until maturity or earlier redemption.]²⁵

THE DISTRICT RESERVES THE RIGHT, at its option, to redeem Bonds maturing on or after ²⁶ _____, in whole or from time to time in part, in integral multiples of \$5,000, on ²⁷ _____, or any date thereafter at par plus accrued interest on the principal amounts called for redemption to the date fixed for redemption. If less than all the Bonds are to be redeemed, the District shall select the Bonds to be redeemed.

[If applicable, mandatory redemption language]²⁸

NOTICE OF ANY REDEMPTION shall be given by the Registrar at least thirty (30) days prior to the date fixed for redemption by first class mail, addressed to the registered owners of each

¹⁸Insert from Officer’s Pricing Certificate.

¹⁹Insert from Officer’s Pricing Certificate.

²⁰Insert from Officer’s Pricing Certificate.

²¹ Insert from Officer’s Pricing Certificate.

²² Insert from Officer’s Pricing Certificate..

²³ Insert from Officer’s Pricing Certificate.

²⁴ Insert from Officer’s Pricing Certificate.

²⁵Remove bracketed language if there are no CABs.

²⁶ Insert from Officer’s Pricing Certificate.

²⁷ Insert from Officer’s Pricing Certificate.

²⁸ Insert from Officer’s Pricing Certificate.

Bond to be redeemed in whole or in part at the address shown on the books of registration kept by the Registrar. When Bonds or portions thereof have been called for redemption, and due provision has been made to redeem the same, the principal amounts so redeemed shall be payable solely from the funds provided for redemption, and interest which would otherwise accrue on the amounts called for redemption shall terminate on the date fixed for redemption.

THIS BOND IS TRANSFERABLE only upon presentation and surrender at the corporate trust office of the Registrar, duly endorsed for transfer or accompanied by an assignment duly executed by the registered owner or his authorized representative, subject to the terms and conditions of the Order.

THIS BOND IS EXCHANGEABLE at the corporate trust office of the Registrar for Bonds in the denomination of \$5,000 or any integral multiple thereof, subject to the terms and conditions of the Order.

THIS BOND shall not be valid or obligatory for any purpose or be entitled to any benefit under the Order unless this Bond is either (i) registered by the Comptroller of Public Accounts of the State of Texas by registration certificate attached or affixed hereto or (ii) authenticated by the Registrar by due execution of the authentication certificate endorsed hereon.

THE REGISTERED OWNER of this Bond, by acceptance hereof, acknowledges and agrees to be bound by all the terms and conditions of the Order.

THE DISTRICT has covenanted in the Order that it will at all times provide a legally qualified registrar for the Bonds and will cause notice of any change of registrar to be mailed to each registered owner.

IT IS HEREBY certified, recited and covenanted that this Bond has been duly and validly issued and delivered; that all acts, conditions and things required or proper to be performed, to exist and to be done precedent to or in the issuance and delivery of this Bond have been performed, exist and have been done in accordance with law; and that annual ad valorem taxes, within the limits prescribed by law, sufficient to provide for the payment of the interest on and principal of this Bond, as such interest comes due and such principal matures, have been levied and ordered to be levied against all taxable property in the District, and have been pledged irrevocably for such payment.

IN WITNESS WHEREOF, this Bond has been signed with the manual or facsimile signature of the Chair and countersigned with the manual or facsimile signature of the Secretary, and the official seal of the District has been duly impressed, or placed in facsimile, on this Bond.

(AUTHENTICATION
CERTIFICATE)

(SEAL)

SAN JACINTO COMMUNITY COLLEGE
DISTRICT

Chair, Board of Trustees

Secretary, Board of Trustees

(b) Form of Capital Appreciation Bonds (if required).

UNITED STATES OF AMERICA
STATE OF TEXAS
COUNTIES OF HARRIS AND CHAMBERS

REGISTERED
NUMBER

REGISTERED
DENOMINATION

\$ _____

SAN JACINTO COMMUNITY COLLEGE DISTRICT
LIMITED TAX GENERAL OBLIGATION
_____²⁹, SERIES _____³⁰

MATURITY DATE:

ISSUANCE DATE:

CUSIP:

_____³¹

REGISTERED OWNER:

MATURITY AMOUNT:

DOLLARS

SAN JACINTO COMMUNITY COLLEGE DISTRICT (the "District") promises to pay to the registered owner identified above, or registered assigns, on the maturity date specified above, upon presentation and surrender of this Bond at the corporate trust office of ³²_____ (the "Registrar"), the Maturity Amount identified above, representing the principal amount hereof and accrued and compounded interest hereon (both as shown in the table attached to this Bond), in any coin or currency of the United States of America which on the date of payment is legal tender for the payment of debts due the United States of America. The date of this Bond is _____³³_____, but interest shall accrue on the principal amount hereof from the Issuance Date at the per annum rate specified on the Table of Accreted Values attached hereto. The Accreted Value (per \$5,000 of Maturity Amount) of this Bond, as of the Issuance Date and as

²⁹Insert from Officer's Pricing Certificate.

³⁰Insert from Officer's Pricing Certificate.

³¹ Insert from Officer's Pricing Certificate.

³²Insert from Officer's Pricing Certificate.

³³ Insert from Officer's Pricing Certificate.

of each _____³⁴ and _____³⁵ is set forth in the Table of Accreted Values attached hereto. Such value as of any other date shall be determined by straight-line interpolation between such values.

THIS BOND is one of a duly authorized issue of Bonds, aggregating \$ _____³⁶ (the “Bonds”), issued [(i) for the purpose of the construction, renovation, acquisition, and equipment of school buildings in the District and the purchase of the necessary sites for school buildings, under and in strict conformity with the Constitution and laws of the State of Texas, particularly Chapter 130, Texas Education Code and Chapter 1371, Texas Government Code and (ii) for the purpose refunding the Refunded Bonds, under and in strict conformity with the Constitution and laws of the State of Texas, particularly Chapters 1207 and 1371, Texas Government Code, and pursuant to an order adopted by the Board of Trustees of the District (the “Order”),]³⁷ which Order is of record in the official minutes of the District. [The Bonds are issued as (i) Bonds in the aggregate principal amount of \$ _____³⁸ which pay interest only at maturity, and (ii) Bonds in the aggregate principal amount of \$ _____³⁹ which pay interest semiannually until maturity or earlier redemption.]⁴⁰

THIS BOND IS TRANSFERABLE only upon presentation and surrender at the corporate trust office of the Registrar, duly endorsed for transfer or accompanied by an assignment duly executed by the registered owner or his authorized representative, subject to the terms and conditions of the Order.

THIS BOND IS EXCHANGEABLE at the corporate trust office of the Registrar for Bonds in the denomination of \$5,000 or any integral multiple thereof, subject to the terms and conditions of the Order.

THIS BOND shall not be valid or obligatory for any purpose or be entitled to any benefit under the Order unless this Bond is either (i) registered by the Comptroller of Public Accounts of the State of Texas by registration certificate attached or affixed hereto or (ii) authenticated by the Registrar by due execution of the authentication certificate endorsed hereon.

THE REGISTERED OWNER of this Bond, by acceptance hereof, acknowledges and agrees to be bound by all the terms and conditions of the Order.

³⁴Insert from Officer’s Pricing Certificate.

³⁵Insert from Officer’s Pricing Certificate.

³⁶ Insert from Officer’s Pricing Certificate.

³⁷ Insert from Officer’s Pricing Certificate.

³⁸ Insert from Officer’s Pricing Certificate.

³⁹ Insert from Officer’s Pricing Certificate.

⁴⁰Remove bracketed language if there are no CABs.

THE DISTRICT has covenanted in the Order that it will at all times provide a legally qualified registrar for the Bonds and will cause notice of any change of registrar to be mailed to each registered owner.

IT IS HEREBY certified, recited and covenanted that this Bond has been duly and validly issued and delivered; that all acts, conditions and things required or proper to be performed, to exist and to be done precedent to or in the issuance and delivery of this Bond have been performed, exist and have been done in accordance with law; and that annual ad valorem taxes, within the limits prescribed by law, sufficient to provide for the payment of the interest on and principal of this Bond, as such interest comes due and such principal matures, have been levied and ordered to be levied against all taxable property in the District, and have been pledged irrevocably for such payment.

IN WITNESS WHEREOF, this Bond has been signed with the manual or facsimile signature of the Chair and countersigned with the manual or facsimile signature of the Secretary, and the official seal of the District has been duly impressed, or placed in facsimile, on this Bond.

(AUTHENTICATION
CERTIFICATE)

(SEAL)

SAN JACINTO COMMUNITY COLLEGE
DISTRICT

Chair, Board of Trustees

Secretary, Board of Trustees

TABLE OF ACCRETED VALUES⁴¹

(c) Form of Comptroller’s Registration Certificate.

COMPTROLLER’S REGISTRATION CERTIFICATE: REGISTER NO. _____

I hereby certify that this Bond has been examined, certified as to validity, and approved by the Attorney General of the State of Texas, and that this Bond has been registered by the Comptroller of Public Accounts of the State of Texas.

WITNESS MY SIGNATURE AND SEAL this _____.

(SEAL)

Comptroller of Public Accounts
of the State of Texas

⁴¹ Insert from Officer’s Pricing Certificate.

(d) Form of Registrar's Authentication Certificate.

AUTHENTICATION CERTIFICATE

It is hereby certified that this Bond has been delivered pursuant to the Order described in the text of this Bond.

[_____]
As Paying Agent/Registrar

By _____
Authorized Signature
Date of Authentication _____

(e) Form of Assignment.

ASSIGNMENT

For value received, the undersigned hereby sells, assigns, and transfers unto

(Please print or type name, address, and zip code of Transferee)

(Please insert Social Security or Taxpayer Identification Number of Transferee)
the within Bond and all rights thereunder, and hereby irrevocably constitutes and appoints

attorney to transfer said Bond on the books kept for registration thereof, with full power of
substitution in the premises.

DATED: _____

Signature Guaranteed: _____

Registered Owner

NOTICE: The signature above must correspond to the name of the registered owner as shown on the face of this Bond in every particular, without any alteration, enlargement or change whatsoever.

NOTICE: Signature must be guaranteed by a member firm of the New York Stock Exchange or a commercial bank or trust company.

(g) The Initial Bond shall be in the form set forth in paragraphs (a), (b), (c), and (e) of this Section, except for the following alterations:

(i) immediately under the name of the Current Interest Bond, the headings “INTEREST RATE” and “MATURITY DATE” shall both be completed with the words “As Shown Below” and the word “CUSIP” deleted; immediately under the name of the Capital Appreciation Bond, the heading “MATURITY DATE” shall be completed with the words “As Shown Below” and the word “CUSIP” deleted;

(ii) in the first paragraph of the Current Interest Bond, the words “on the maturity date specified above” and “at the rate shown above” shall be deleted and the following shall be inserted at the end of the first sentence “..., with such principal to be paid in installments on the dates, in each of the years and in the principal amounts identified in the following schedule and with such installments bearing interest at the per annum rates set forth in the following schedule:”

[Information to be inserted from schedule in the Officer’s Pricing Certificate]

(iii) in the first paragraph of the Capital Appreciation Bond, the words “on the maturity date specified above” shall be deleted, and the words “the Maturity Amount identified above” shall be replaced with “the Maturity Amounts shown in the schedule below”.

[Information to be inserted from schedule in the Officer’s Pricing Certificate]

(iv) the Initial Bonds shall be numbered ICI-1 and ICA-1, respectively.

18. CUSIP Numbers. CUSIP Numbers may be printed on the Bonds, but errors or omissions in the printing of such numbers shall have no effect on the validity of the Bonds.

19. Debt Service Fund; Tax Levy. A special fund to be designated “San Jacinto Community College District Limited Tax _____⁴² Bonds, Series _____⁴³, Debt Service Fund” is hereby created, and the proceeds from all taxes levied, assessed and collected for and on account of the Bonds authorized by this Order shall be deposited, as collected, in such Fund. While the Bonds or any part of the principal thereof or interest thereon remain outstanding and unpaid, there is hereby levied and there shall be annually assessed and collected in due time, form and manner, and at the same time as other District taxes are assessed, levied and collected, in each year, an

⁴²Insert from Officer’s Pricing Certificate.

⁴³Insert from Officer’s Pricing Certificate.

annual ad valorem tax, within the limits prescribed by law, upon all taxable property in the District, sufficient to pay the interest on the Bonds as the same becomes due and to pay each installment of the principal of the Bonds as the same matures, full allowance being made for delinquencies and costs of collection, and said taxes are hereby irrevocably pledged to the payment of the interest on and principal of the Bonds and to no other purpose.

To pay any debt service coming due on the Bonds prior to receipt of the taxes levied to pay such debt service, there is hereby appropriated from current funds on hand, which are hereby certified to be on hand and available for such purpose, an amount sufficient to pay such debt service, and such amount shall be used for no other purpose.

20. Application of Chapter 1208, Texas Government Code. Chapter 1208, Texas Government Code, applies to the issuance of the Bonds and the pledge of the taxes granted by the District under Section 19 of this Order, and such pledge is therefore valid, effective and perfected. If Texas law is amended at any time while the Bonds are outstanding and unpaid such that the pledge of the taxes granted by the District under Section 19 of this Order is to be subject to the filing requirements of Chapter 9, Business & Commerce Code, then in order to preserve to the registered owners of the Bonds the perfection of the security interest in said pledge, the District agrees to take such measures as it determines are reasonable and necessary under Texas law to comply with the applicable provisions of Chapter 9, Business & Commerce Code and enable a filing to perfect the security interest in said pledge to occur.

21. Further Proceedings. After the Initial Bonds have been executed, it shall be the duty of the Chair of the Board and other appropriate officials and agents of the District to deliver the Initial Bonds and all pertinent records and proceedings to the Attorney General of the State of Texas, for examination and approval. After the Initial Bonds have been approved by the Attorney General, they shall be delivered to the Comptroller for registration. Upon registration of the Initial Bonds, the Comptroller (or the Comptroller's bond clerk or an assistant bond clerk lawfully designated in writing to act for the Comptroller) shall manually sign the Comptroller's Registration Certificate prescribed herein and the seal of said Comptroller shall be impressed, or placed in facsimile, thereon.

22. Covenants to Maintain Tax Exempt Status.

(a) Definitions. When used in this Section, the following terms have the following meanings:

“Code” means the Internal Revenue Code of 1986.

“Computation Date” has the meaning stated in Section 1.148-1(b) of the Regulations.

“Gross Proceeds” has the meaning stated in Section 1.148-1(b) of the Regulations.

“Investment” has the meaning stated in Section 1.148-1(b) of the

Regulations.

“Issue Date” for each series or sub-series of the Bonds or other obligations of the District is the respective date on which such series or sub-series of the Bonds or other obligations of the District is delivered against payment therefor.

“Net Sale Proceeds” has the meaning stated in Section 1.148-1(b) of the Regulations.

“Nonpurpose Investment” has the meaning stated in Section 1.148-1(b) of the Regulations.

“Proceeds” has the meaning stated in Section 1.148-1(b) of the Regulations.

“Rebate Amount” has the meaning stated in Section 1.148-3 of the Regulations.

“Regulations” means the temporary or final Income Tax Regulations applicable to the Bonds issued pursuant to Sections 141 through 150 of the Code. Any reference to a section of the Regulations shall also refer to any successor provision to such section hereafter promulgated by the Internal Revenue Service pursuant to Sections 141 through 150 of the Code and applicable to the Bonds.

“Yield of”

(1) any Investment shall be computed in accordance with Section 1.148-5 of the Regulations, and

(2) the Bonds shall be computed in accordance with Section 1.148-4 of the Regulations.

(b) Not to Cause Interest to Become Taxable. The District shall not use, permit the use of or omit to use Gross Proceeds of the Bonds or any other amounts (or any property the acquisition, construction or improvement of which is to be financed directly or indirectly with Gross Proceeds) in a manner which, if made or omitted, respectively, would cause the interest on any Bond to become includable in the gross income, as defined in Section 61 of the Code, of the owner thereof for federal income tax purposes. Without limiting the generality of the foregoing, unless and until the District shall have received a written opinion of counsel nationally recognized in the field of municipal bond law to the effect that failure to comply with such covenant will not adversely affect the exemption from federal income tax of the interest on any Bond, the District shall comply with each of the specific covenants in this Section.

(c) No Private Use or Private Payments. Except as permitted by Section 141 of the Code and the regulations and rulings thereunder, the District shall, at all times after the Issue Date of any Bond and prior to the last stated maturity of the Bonds

(i) exclusively own, operate, and possess all property the acquisition, construction, or improvement of which is to be financed directly or indirectly with Gross Proceeds of the Bonds (including property financed with Gross Proceeds of the Refunded Bonds) and not use or permit the use of such Gross Proceeds or any property acquired, constructed, or improved with such Gross Proceeds in any activity carried on by any person or entity other than a state or local government, unless such use is solely as a member of the general public, or

(ii) not directly or indirectly impose or accept any charge or other payment for use of Gross Proceeds of the Bonds or any property the acquisition, construction or improvement of which is to be financed directly or indirectly with such Gross Proceeds (including property financed with Gross Proceeds of the Refunded Bonds) other than taxes of general application and interest earned on investments acquired with such Gross Proceeds pending application for their intended purposes.

(d) No Private Loan. Except to the extent permitted by Section 141 of the Code and the regulations and rulings thereunder, the District shall not use Gross Proceeds of the Bonds to make or finance loans to any person or entity other than a state or local government. For purposes of the foregoing covenant, Gross Proceeds are considered to be "loaned" to a person or entity if (1) property acquired, constructed or improved with Gross Proceeds (including property financed with Gross Proceeds of the Refunded Bonds) is sold or leased to such person or entity in a transaction which creates a debt for federal income tax purposes, (2) capacity in or service from such property is committed to such person or entity under a take-or-pay, output, or similar contract or arrangement, or (3) indirect benefits, or burdens and benefits of ownership, of such Gross Proceeds or such property are otherwise transferred in a transaction which is the economic equivalent of a loan.

(e) Not to Invest at Higher Yield. Except to the extent permitted by Section 148 of the Code and the regulations and rulings thereunder, the District shall not, at any time prior to the earlier of the final stated maturity or final payment of the Bonds, directly or indirectly invest Gross Proceeds of the Bonds in any Investment (or use such Gross Proceeds to replace money so invested), if as a result of such investment the Yield of all Investments allocated to such Gross Proceeds whether then held or previously disposed of, exceeds the Yield on the Bonds.

(f) Not Federally Guaranteed. Except to the extent permitted by Section 149(b) of the Code and the regulations and rulings thereunder, the District shall not take or omit to take any action which would cause the Bonds to be federally guaranteed within the meaning of Section 149(b) of the Code and the regulations and rulings thereunder.

(g) Information Report. The District shall timely file with the Secretary of the Treasury the information required by Section 149(e) of the Code with respect to the Bonds on such forms and in such place as such Secretary may prescribe.

(h) Payment of Rebate Amount. Except to the extent otherwise provided in Section 148(f) of the Code and the regulations and rulings thereunder, the District shall:

(i) account for all Gross Proceeds of the Bonds (including all receipts, expenditures and investments thereof) on its books of account separately and apart from all other funds (and receipts, expenditures and investments thereof) and shall retain all records of such accounting for at least nine years after the final Computation Date. The District may, however, to the extent permitted by law, commingle Gross Proceeds of the Bonds with other money of the District, provided that the District separately accounts for each receipt and expenditure of such Gross Proceeds and the obligations acquired therewith,

(ii) calculate the Rebate Amount with respect to the Bonds not less frequently than each Computation Date, in accordance with rules set forth in Section 148(f) of the Code, Section 1.148-3 of the Regulations, and the rulings thereunder. The District shall maintain a copy of such calculations for at least three years after the final Computation Date,

(iii) as additional consideration for the purchase of the Bonds by the initial purchasers thereof and the loan of the money represented thereby, and in order to induce such purchase by measures designed to ensure the excludability of the interest thereon from the gross income of the owners thereof for federal income tax purposes, pay to the United States the amount described in paragraph (2) above at the times, in the installments, to the place, in the manner and accompanied by such forms or other information as is or may be required by Section 148(f) of the Code and the regulations and rulings thereunder, and

(iv) exercise reasonable diligence to assure that no errors are made in the calculations required by paragraph (2) and, if such error is made, to discover and promptly to correct such error within a reasonable amount of time thereafter, including payment to the United States of any interest and any penalty required by the Regulations.

(i) Not to Divert Arbitrage Profits. Except to the extent permitted by Section 148 of the Code and the regulations and rulings thereunder, the District shall not, at any time after the Issue Date of the Bonds and prior to the earlier of the final stated maturity or final payment of the Bonds, enter into any transaction that reduces the amount required to be paid to the United States pursuant to Subsection (h) of this Section because such transaction results in a smaller profit or a larger loss than would have resulted if the transaction had been at arm's length and had the Yield of the Bonds not been relevant to either party.

(j) Not Hedge Bonds. The District did not invest more than 50 percent of the Proceeds of the Refunded Bonds, and will not invest more than 50 percent of the proceeds of the Bonds, in Nonpurpose Investments having a guaranteed yield for four years or more. On the Issue Date of the Bonds, the District will reasonably expect, and on the Issue Date of the Refunded Bonds, the District reasonably expected, that at least 85 percent of the Net Sale Proceeds of the Bonds and Refunded Bonds, respectively, would be used to carry out the governmental purpose of such series within three years after the Issue Date of such series.

23. Escrow Agreement. If required, the discharge and defeasance of the Refunded

Bonds shall be effectuated pursuant to the terms and provisions of an Escrow Agreement to be entered into by and between the District and the Escrow Agent, the terms and provisions of which are hereby approved, subject to such insertions, additions and modifications as shall be necessary (a) to carry out the program designed for the District by the Underwriters, which shall be certified as to mathematical accuracy by the Report, (b) to maximize the District's present value savings and/or to minimize the District's costs of refunding, (c) to comply with all applicable laws and regulations relating to the refunding of the Refunded Bonds and (d) to carry out the other intents and purposes of this Order, and the Chair or Vice Chair is hereby authorized to execute and deliver such Escrow Agreement on behalf of the District in multiple counterparts and the Secretary or the Assistant Secretary is hereby authorized to attest thereto.

24. Purchase of Escrowed Securities. To assure the purchase of the Escrowed Securities referred to in the Escrow Agreement, the Chair or Vice Chair of the Board of Trustees, the Pricing Officer, and the Escrow Agent are hereby authorized to subscribe for, agree to purchase, and purchase obligations which are authorized investments for escrow accounts pursuant to Section 1207.062, Texas Government Code, in such amounts and maturities and bearing interest at such rates as may be provided for in the Report, and to execute any and all subscriptions, purchase agreements, commitments, letters of authorization and other documents necessary to effectuate the foregoing, and any actions heretofore taken for such purpose are hereby ratified and approved.

25. Redemption Prior to Maturity of Refunded Bonds. The District has irrevocably exercised its option to call the bonds of the District for redemption prior to maturity on the dates and at the prices shown on Exhibit A attached to the Officer's Pricing Certificate, and authorized and directed notice of such redemption to be given in accordance with the orders authorizing the issuance of such bonds.

26. Continuing Disclosure Undertaking. (a) Annual Reports. The District will provide annually to the MSRB via the Electronic Municipal Market Access ("EMMA") system at www.emma.msrb.org, (1) within six months after the end of each fiscal year of the District, financial information and operating data with respect to the District of the general type included in the Official Statement in Appendix A (except for the information under "Estimated Overlapping Debt Statement"), and (2) if not provided as part such financial information and operating data, audited financial statements of the District, when and if available, or as otherwise set forth in the Officer's Pricing Certificate. Any financial statements to be provided shall be (i) prepared in accordance with the accounting principles described Appendix D to the Official Statement, or such other accounting principles as the District may be required to employ, from time to time, by state law or regulation, and (ii) audited, if the District commissions an audit of such statements and the audit is completed within the period during which they must be provided. If the audit of such financial statements is not complete within 12 months after any such fiscal year end, then the District shall file unaudited financial statements within such 12-month period and audited financial statements for the applicable fiscal year, when and if the audit report on such financial statements becomes available.

If the District changes its fiscal year, it will submit a notice of such change to the MSRB, and the date of the new fiscal year end prior to the next date by which the District otherwise would be required to provide financial information and operating data pursuant to this Section.

The financial information and operating data to be provided pursuant to this Section may be set forth in full in one or more documents or may be included by specific reference to any document (including an official statement or other offering document), if it is available from the MSRB or filed with the SEC.

(b) Event Notices. The District shall submit a notice to the MSRB, in a timely manner (not in excess of ten (10) business days after the occurrence of an event), of any of the following events with respect to the Bonds, if such event is material within the meaning of the federal securities laws:

- (i) Principal and interest payment delinquencies;
- (ii) Non-payment related defaults, if material;
- (iii) Unscheduled draws on debt service reserves reflecting financial difficulties;
- (iv) Unscheduled draws on credit enhancements reflecting financial difficulties;
- (v) Substitution of credit or liquidity providers or their failure to perform;
- (vi) Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the Bonds, or other material events affecting the tax status of the Bonds;
- (vii) Modifications to rights of holders of the Bonds, if material;
- (viii) Bond calls, if material, and tender offers;
- (ix) Defeasances;
- (x) Release, substitution, or sale of property securing repayment of the Bonds, if material;
- (xi) Rating changes;
- (xii) Bankruptcy, insolvency, receivership or similar event of the District;
- (xiii) The consummation of a merger, consolidation, or acquisition involving the District or the sale of all or substantially all of the assets of the District, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material; and
- (xiv) Appointment of a successor or additional trustee or the change of name of a trustee, if material.
- (xv) incurrence of a financial obligation of the District, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a financial obligation of the District, any of which affect security holders, if material; and
- (xvi) default, event of acceleration, termination event, modification of terms, or other similar events under the terms of a financial obligation of the District, any of which reflect financial difficulties.

For these purposes, any event described in (xii) in the immediately preceding paragraph is considered to occur when any of the following occur: the appointment of a receiver, fiscal agent, or similar officer for the District in a proceeding under the United States Bankruptcy Code or in any other proceeding under state or federal law in which a court or governmental authority has assumed

jurisdiction over substantially all of the assets or business of the District, or if such jurisdiction has been assumed by leaving the existing governing body and officials or officers in possession but subject to the supervision and orders of a court or governmental authority, or the entry of an order confirming a plan of reorganization, arrangement, or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the District.

For purposes of (xv) and (xvi) above, the term “financial obligation” means a (i) debt obligation, (ii) derivative instrument entered into in connection with, or pledged as security or a source of payment for, an existing or planned debt obligation, or (iii) guarantee of a debt obligation or any such derivative instrument; provided that “financial obligation” shall not include municipal securities as to which a final official statement (as defined in 15c2-12 Rule) has been provided to the MSRB consistent with the Rule. The District intends the words used in the above clauses (15) and (16) and in the definition of financial obligation above to have the meanings ascribed to them in SEC Release No. 34-83885 dated August 20, 2018.

The District shall notify the MSRB, in a timely manner, of any failure by the District to provide financial information or operating data in accordance with Section 26(a) of this Order by the time required by such Section.

All documents provided to the MSRB pursuant to this Section shall be accompanied by identifying information as prescribed by the MSRB.

(c) Limitations, Disclaimers, and Amendments. The District shall be obligated to observe and perform the covenants specified in this Section for so long as, but only for so long as, the District remains an “obligated person” with respect to the Bonds within the meaning of the Rule, except that the District in any event will give notice of any deposit made in accordance with Texas law that causes Bonds no longer to be outstanding.

The provisions of this Section are for the sole benefit of the holders and the beneficial owners of the Bonds, and nothing in this Section, express or implied, shall give any benefit or any legal or equitable right, remedy, or claim hereunder to any other person. The District undertakes to provide only the financial information, operating data, financial statements, and notices which it has expressly agreed to provide pursuant to this Section and does not hereby undertake to provide any other information that may be relevant or material to a complete presentation of the District’s financial results, condition, or prospects or hereby undertake to update any information provided in accordance with this Section or otherwise, except as expressly provided herein. The District does not make any representation or warranty concerning such information or its usefulness to a decision to invest in or sell Bonds at any future date.

UNDER NO CIRCUMSTANCES SHALL THE DISTRICT BE LIABLE TO THE

HOLDER OR BENEFICIAL OWNER OF ANY BOND OR ANY OTHER PERSON, IN CONTRACT OR TORT, FOR DAMAGES RESULTING IN WHOLE OR IN PART FROM ANY BREACH BY THE DISTRICT, WHETHER NEGLIGENT OR WITHOUT FAULT ON ITS PART, OF ANY COVENANT SPECIFIED IN THIS SECTION, BUT EVERY RIGHT AND REMEDY OF ANY SUCH PERSON, IN CONTRACT OR TORT, FOR OR ON ACCOUNT OF ANY SUCH BREACH SHALL BE LIMITED TO AN ACTION FOR MANDAMUS OR SPECIFIC PERFORMANCE.

No default by the District in observing or performing its obligations under this Section shall comprise a breach of or default under this Order for purposes of any other provision of this Order.

Nothing in this Section is intended or shall act to disclaim, waive, or otherwise limit the duties of the District under federal and state securities laws.

The provisions of this Section may be amended by the District from time to time to adapt to changed circumstances that arise from a change in legal requirements, a change in law, or a change in the identity, nature, or status or type of principal payment of the District, if (1) the agreement, as so amended, would have permitted an underwriter to purchase or sell Bonds in the initial primary offering in compliance with the Rule, taking into account any amendments or interpretations of the Rule to the date of such amendment, as well as such changed circumstances, and (2) either (a) the holders of a majority in aggregate amount of the outstanding Bonds consent to such amendment or (b) a person unaffiliated with the District (such as nationally recognized bond counsel) determines that the amendment will not materially impair the interests of the holders and beneficial owners of the Bonds. The District may also amend or repeal the provisions of this continuing disclosure agreement if the SEC amends or repeals the applicable provisions of the Rule or a court of final jurisdiction enters judgment that such provisions of the Rule are invalid, but only if and to the extent that the provisions of this sentence would not prevent an underwriter from lawfully purchasing or selling Bonds in the primary offering of the Bonds. If any such amendment is made, the District will include in its next annual update an explanation in narrative form of the reasons for the change and its impact on the type of operating data or financial information being provided.

27. Official Statement. The District hereby approves the form and content and distribution of the Preliminary Official Statement prepared in the initial offering and sale of the Bonds and hereby authorizes the preparation of a final Official Statement reflecting the terms of the Bond Purchase Agreement and other relevant information. The use of such final Official Statement by the Underwriters is hereby approved and authorized and the proper officials of the District are authorized to sign such Official Statement.

28. Related Matters. To satisfy in a timely manner all of the District's obligations under this Order and the Bond Purchase Agreement, the Chair or Vice Chair, the Secretary or the Assistant Secretary, and all other appropriate officers and agents of the District are hereby authorized and directed to do any and all things necessary and/or convenient to carry out the terms and purposes of this Order.

29. Power to Revise Form of Documents. Notwithstanding any other provision of this Order, the Chair of the Board is hereby authorized to make or approve such revisions, additions, deletions, and variations to this Order and in the form of the documents attached hereto as exhibits as, in the judgment of the Chair, and in the opinion of Bond Counsel to the District, may be necessary or convenient to carry out or assist in carrying out the purposes of this Order, the Preliminary Official Statement, the final Official Statement, or as may be required for approval of the Bonds by the Attorney General of Texas; provided, however, that any changes to such documents resulting in substantive amendments to the terms and conditions of the Bonds or such documents shall be subject to the prior approval of the Board.

30. Registrar. The form of agreement setting forth the duties of the Registrar is hereby approved, and the appropriate officials of the District are hereby authorized to execute such agreement for and on behalf of the District.

31. No Personal Liability. No recourse shall be had for payment of the principal of or interest on any Bonds or for any claim based thereon, or on this Order, against any official or employee of the District or any person executing any Bonds.

32. Open Meeting. It is hereby officially found and determined that the meeting at which this Order was adopted was open to the public, and that public notice of the time, place and purpose of said meeting was given, all as required by the Texas Open Meetings Act.

33. Covenants to Maintain Tax Exempt Status.

(a) Definitions. When used in this Section, the following terms have the following meanings:

“Code” means the Internal Revenue Code of 1986, as amended by all legislation, if any, enacted on or before the Issue Date.

“Computation Date” has the meaning stated in Section 1.148-1(b) of the Regulations.

“Gross Proceeds” has the meaning stated in Section 1.148-1(b) of the Regulations.

“Investment” has the meaning stated in Section 1.148-1(b) of the Regulations.

“Issue Date” for each series or sub-series of the Bonds or other obligations of the District is the respective date on which such series or sub-series of the Bonds or other obligations of the District is delivered against payment therefor.

“Net Sale Proceeds” has the meaning stated in Section 1.148-1(b) of the Regulations.

“Nonpurpose Investment” has the meaning stated in Section 1.148-1(b) of the Regulations.

“Proceeds” has the meaning stated in Section 1.148-1(b) of the Regulations.

“Rebate Amount” has the meaning stated in Section 1.148-3 of the Regulations.

“Regulations” means the temporary or final Income Tax Regulations applicable to the Bonds issued pursuant to Sections 141 through 150 of the Code. Any reference to a section of the Regulations shall also refer to any successor provision to such section hereafter promulgated by the Internal Revenue Service pursuant to Sections 141 through 150 of the Code and applicable to the Bonds.

“Yield of”

(i) any Investment shall be computed in accordance with Section 1.148-5 of the Regulations, and

(ii) the Bonds shall be computed in accordance with Section 1.148-4 of the Regulations.

(b) Not to Cause Interest to Become Taxable. The District shall not use, permit the use of or omit to use Gross Proceeds of the Bonds or any other amounts (or any property the acquisition, construction or improvement of which is to be financed directly or indirectly with Gross Proceeds) in a manner which, if made or omitted, respectively, would cause the interest on any Bond to become includable in the gross income, as defined in Section 61 of the Code, of the owner thereof for federal income tax purposes. Without limiting the generality of the foregoing, unless and until the District shall have received a written opinion of counsel nationally recognized in the field of municipal bond law to the effect that failure to comply with such covenant will not adversely affect the exemption from federal income tax of the interest on any Bond, the District shall comply with each of the specific covenants in this Section.

(c) No Private Use or Private Payments. Except as permitted by Section 141 of the Code and the regulations and rulings thereunder, the District shall, at all times after the Issue Date of any Bond and prior to the last stated maturity of the Bonds

(i) exclusively own, operate, and possess all property the acquisition, construction, or improvement of which is to be financed directly or indirectly with Gross Proceeds of the Bonds (including property financed with Gross Proceeds of the Refunded Bonds) and not use or permit the use of such Gross Proceeds or any property acquired, constructed, or improved with such Gross Proceeds in any activity carried on by any person or entity other than a state or local government, unless such use is solely as a member of the general public, or

(ii) not directly or indirectly impose or accept any charge or other payment for use of Gross Proceeds of the Bonds or any property the acquisition, construction or improvement of which is to be financed directly or indirectly with such Gross Proceeds (including property financed with Gross Proceeds of the Refunded Bonds) other than taxes of general application and interest earned on investments acquired with such Gross Proceeds pending application for their intended purposes.

(d) No Private Loan. Except to the extent permitted by Section 141 of the Code and the regulations and rulings thereunder, the District shall not use Gross Proceeds of the Bonds to

make or finance loans to any person or entity other than a state or local government. For purposes of the foregoing covenant, Gross Proceeds are considered to be “loaned” to a person or entity if (1) property acquired, constructed or improved with Gross Proceeds (including property financed with Gross Proceeds of the Refunded Bonds) is sold or leased to such person or entity in a transaction which creates a debt for federal income tax purposes, (2) capacity in or service from such property is committed to such person or entity under a take-or-pay, output, or similar contract or arrangement, or (3) indirect benefits, or burdens and benefits of ownership, of such Gross Proceeds or such property are otherwise transferred in a transaction which is the economic equivalent of a loan.

(e) Not to Invest at Higher Yield. Except to the extent permitted by Section 148 of the Code and the regulations and rulings thereunder, the District shall not, at any time prior to the earlier of the final stated maturity or final payment of the Bonds, directly or indirectly invest Gross Proceeds of the Bonds in any Investment (or use such Gross Proceeds to replace money so invested), if as a result of such investment the Yield of all Investments allocated to such Gross Proceeds whether then held or previously disposed of, exceeds the Yield on the Bonds.

(f) Not Federally Guaranteed. Except to the extent permitted by Section 149(b) of the Code and the regulations and rulings thereunder, the District shall not take or omit to take any action which would cause the Bonds to be federally guaranteed within the meaning of Section 149(b) of the Code and the regulations and rulings thereunder.

(g) Information Report. The District shall timely file with the Secretary of the Treasury the information required by Section 149(e) of the Code with respect to the Bonds on such forms and in such place as such Secretary may prescribe.

(h) Payment of Rebate Amount. Except to the extent otherwise provided in Section 148(f) of the Code and the regulations and rulings thereunder, the District shall:

(i) account for all Gross Proceeds of the Bonds (including all receipts, expenditures and investments thereof) on its books of account separately and apart from all other funds (and receipts, expenditures and investments thereof) and shall retain all records of such accounting for at least nine years after the final Computation Date. The District may, however, to the extent permitted by law, commingle Gross Proceeds of the Bonds with other money of the District, provided that the District separately accounts for each receipt and expenditure of such Gross Proceeds and the obligations acquired therewith,

(ii) calculate the Rebate Amount with respect to the Bonds not less frequently than each Computation Date, in accordance with rules set forth in Section 148(f) of the Code, Section 1.148-3 of the Regulations, and the rulings thereunder. The District shall maintain a copy of such calculations for at least three years after the final Computation Date,

(iii) as additional consideration for the purchase of the Bonds by the initial purchasers thereof and the loan of the money represented thereby,

and in order to induce such purchase by measures designed to ensure the excludability of the interest thereon from the gross income of the owners thereof for federal income tax purposes, pay to the United States the amount described in paragraph (2) above at the times, in the installments, to the place, in the manner and accompanied by such forms or other information as is or may be required by Section 148(f) of the Code and the regulations and rulings thereunder, and

(iv) exercise reasonable diligence to assure that no errors are made in the calculations required by paragraph (2) and, if such error is made, to discover and promptly to correct such error within a reasonable amount of time thereafter, including payment to the United States of any interest and any penalty required by the Regulations.

(i) Not to Divert Arbitrage Profits. Except to the extent permitted by Section 148 of the Code and the regulations and rulings thereunder, the District shall not, at any time after the Issue Date of the Bonds and prior to the earlier of the final stated maturity or final payment of the Bonds, enter into any transaction that reduces the amount required to be paid to the United States pursuant to Subsection (h) of this Section because such transaction results in a smaller profit or a larger loss than would have resulted if the transaction had been at arm's length and had the Yield of the Bonds not been relevant to either party.

(j) Not Hedge Bonds. The District did not invest more than 50 percent of the Proceeds of the Refunded Bonds, and will not invest more than 50 percent of the proceeds of the Bonds, in Nonpurpose Investments having a guaranteed yield for four years or more. On the Issue Date of the Bonds, the District will reasonably expect, and on the Issue Date of the Refunded Bonds, the District reasonably expected, that at least 85 percent of the Net Sale Proceeds of the Bonds and Refunded Bonds, respectively, would be used to carry out the governmental purpose of such series within three years after the Issue Date of such series.

PASSED AND APPROVED this 7th day of December, 2020.

Chair, Board of Trustees
San Jacinto Community College District

ATTEST:

Secretary, Board of Trustees
San Jacinto Community College District

(SEAL)

EXHIBIT A

DISTRICT'S OUTSTANDING BONDS

Limited Tax General Obligation Building and Refunding Bonds, Series 2011
Limited Tax General Obligation, Series 2012
Limited Tax General Obligation Refunding Bonds, Series 2015
Limited Tax General Obligation Buildings Bonds, Series 2016A
Limited Tax General Obligation Refunding Bonds, Series 2016B
Limited Tax General Obligation Refunding Bonds, Series 2016C
Limited Tax General Obligation Building Bonds, Series 2019A
Limited Tax General Obligation Refunding Bonds, Series 2019B

Action Item "XV"
Regular Board Meeting December 7, 2020

Consideration and Approval of Resolution Authorizing the Defeasance of Bonds

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees consider and approve a resolution authorizing the defeasance of bonds, via the deposit of monies to an escrow to provide for the prepayment of a portion of the Limited Tax General Obligation Building and Refunding Bonds, not to exceed \$4.8 million (the GO Bonds) and to authorize the Vice Chancellor of Fiscal Affairs to prepare, distribute, and execute all necessary documents and statements related thereto.

BACKGROUND

This action facilitates the repayment of the aforementioned bonds and avoids all future principal and interest payments related thereto.

Maturities selected for defeasance from the GO Bonds are callable on February 15, 2022; defeasance will eliminate the need for approximately \$4,800,000 of future principal and interest payments. This action will place an estimated \$4,800,000 in escrow with UMB, NA (the Bank/Escrow Agent).

IMPACT OF THIS ACTION

The aggregate deposit of approximately \$4,800,000 will occur on or about January 15, 2021, to an escrow account with the Bank/Escrow Agent and will be held in cash and primarily investments in State and Local Government Series (SLGS) and Open-Market Securities (OMS) securities. The exact amount of deposit will vary with the interest rate at the time of deposit. Investments in the escrow will provide the Bank/Escrow Agent with cash flows sufficient to match future payment requirements of the GO Bonds until the earlier of maturity or redemption date. This action will produce an estimated Net Present Value savings of \$6,000 or .12% of defeased amount outstanding.

The recommended action meets all conditions for debt defeasance as included in Policy III.3001.D, Debt Management.

This action, in combination with the refinancing of \$21 million of callable debt, will help offset the debt service tax rate increase required with the planned issue of \$85 million in new bonds in February 2021.

The source of funds to prepay the debt is available interest earnings from previously invested bond proceeds.

ATTACHMENTS

Attachment 1 - Certificate for Resolution and Board Resolution

RESOURCE PERSONNEL

Brenda Hellyer	281-998-6100	brenda.hellyer@sjcd.edu
Teri Zamora	281-998-6306	teri.zamora@sjcd.edu
Carin Hutchins	281-998-6109	carin.hutchins@sjcd.edu

CERTIFICATE FOR RESOLUTION

STATE OF TEXAS §
 §
COUNTY OF HARRIS AND CHAMBERS §

We, the undersigned officers of the Board of Trustees (the “Board”) of San Jacinto Community College District (the “District”), hereby certify as follows:

The Board convened in a regular meeting on the 7th day of December, 2020, at the regular meeting place thereof, within said District, and the roll was called of the duly constituted officers and members of the Board, to-wit:

The Board of Trustees of the District now consists of the following members:

Marie Flickinger	Chair
John Moon, Jr.	Vice Chair
Keith Sinor	Secretary
Erica Davis Rouse	Assistant Secretary
Dan Mims	Member
Dr. Ruede Wheeler, D.D.S.	Member
Larry Wilson	Member

and all of such persons were present, except _____, thus constituting a quorum. Whereupon, among other business, the following was transacted at such meeting: a written

RESOLUTION AUTHORIZING THE DEFEASANCE OF BONDS

was duly introduced for the consideration of such Board. After presentation and due consideration, it was then duly moved and seconded that such resolution be adopted; and, after due discussion, such motion, carrying with it the adoption of such resolution, prevailed, and carried by the following vote:

AYES ___ NAYS ___ ABSTAIN ___

A true, full, and correct copy of the aforesaid resolution adopted at the meeting described in the above and foregoing paragraph is attached to and follows this certificate; that such resolution has been duly recorded in the Board’s minutes of such meeting; that the above and foregoing paragraph is a true, full, and correct excerpt from the Board’s minutes of such meeting pertaining to the adoption of such resolution; that the persons named in the above and foregoing paragraph are the duly chosen, qualified, and acting officers and members of the Board as indicated therein; that each of the officers and members of the Board was duly and sufficiently notified officially and personally, in advance, of the date, hour, place, and purpose of the aforesaid meeting, and that the resolution would be introduced and considered for adoption at such meeting, and each of such officers and members consented, in advance, to the holding of such meeting for such purpose; that such meeting was open to the public as required by law; and that public notice of the date, hour, place and subject of such meeting was given as required by Chapter 551, Texas Government Code.

Attachment 1

SIGNED AND SEALED this 7th day of December, 2020.

Chair, Board of Trustees

Secretary, Board of Trustees

(SEAL)

RESOLUTION AUTHORIZING THE DEFEASANCE OF BONDS

WHEREAS, the Board of Trustees (the “Board”) of San Jacinto Community College District (the “District”) previously issued the general obligation bonds described in Exhibit A attached hereto;

WHEREAS, the District desires to establish a defeasance escrow to defease a portion of such bonds identified in Exhibit A in advance of their scheduled maturities (the “Defeased Bonds”); and

WHEREAS, Chapter 1207, Texas Government Code, authorizes the District to accomplish such defeasance by depositing directly with a paying agent for the Defeased Bonds (or other qualified escrow agent) available funds of the District into an escrow fund (the “Escrow Fund”) in an amount sufficient, after considering investment earnings (if any), to provide for the payment, redemption, or defeasance of the Defeased Bonds, and provides that such deposit shall constitute the making of firm banking and financial arrangements for the discharge and final payment or redemption of the Defeased Bonds; and

WHEREAS, upon such deposit, the Defeased Bonds shall no longer be regarded as being outstanding, except for the purpose of being paid from funds on deposit in the Escrow Fund, and the pledges, liens, trusts, and all other covenants, provisions, terms, and conditions of the order(s) authorizing the issuance of the Defeased Bonds shall be, with respect to the Defeased Bonds, discharged, terminated, and defeased.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE SAN JACINTO COMMUNITY COLLEGE DISTRICT:

Section 1. Defeasance. The Board hereby authorizes the deposit of surplus funds of the District in an amount sufficient, after considering investment earnings (if any), to defease and redeem the Defeased Bonds prior to their scheduled maturities; provided, however, that in no event shall the deposit of such funds, in the aggregate, exceed \$5,000,000. The Board hereby authorizes the Chair, Vice Chair, Secretary of the Board, and the Vice Chancellor of Fiscal Affairs (collectively, the “Authorized Officers”) to take all actions necessary, including selecting the Defeased Bonds to be defeased and redeemed, and executing any and all certificates, agreements, and other instruments necessary or appropriate to defease and redeem the Defeased Bonds.

Section 2. Escrow Agreement. The discharge and defeasance of the Defeased Bonds shall be effectuated pursuant to the terms and provisions of an Escrow Agreement to be entered into by and between the District and UMB Bank, N.A., Houston, Texas the “Escrow Agent”), the terms and provisions of which are hereby approved, subject to such insertions, additions and modifications as shall be, in the opinion of the Authorized Officers, necessary (a) to carry out the program designed for the District by PFM Financial Advisors LLC (the “Financial Advisor”), which shall be certified as to mathematical accuracy by the report of Robert Thomas CPA, LLC or another certified public accountant or firm (the “Verification Agent”) thereof (the “Report”), (b) to maximize the District’s present value savings and/or to minimize the District’s costs of defeasing the Defeased Bonds, (c) to comply with all applicable laws and regulations relating to

Attachment 1

the defeasance of the Defeased Bonds and (d) to carry out the other intents and purposes of this Resolution, and the Authorized Officers are hereby authorized to execute and deliver such Escrow Agreement on behalf of the District in multiple counterparts and the Secretary or the Assistant Secretary of the Board is hereby authorized to attest thereto.

Section 3. Purchase of Escrowed Securities. To assure the purchase of the Escrowed Securities referred to in the Escrow Agreement, the Authorized Officers and the Escrow Agent are hereby authorized to subscribe for, agree to purchase, and purchase obligations which are authorized investments for escrow accounts pursuant to Section 1207.062, Texas Government Code, in such amounts and maturities and bearing interest at such rates as may be provided for in the Report, and to execute any and all subscriptions, purchase agreements, commitments, letters of authorization and other documents necessary to effectuate the foregoing, and any actions heretofore taken for such purpose are hereby ratified and approved.

Section 4. Redemption Prior to Maturity. The Defeased Bonds shall be paid on their respective stated maturity dates or redemption dates. Any Defeased Bonds selected to be redeemed pursuant to this Resolution are hereby called for redemption on their redemption dates. The District authorizes and directs the Authorized Officers to provide notice of such redemption and a notice of Material Event to be given in accordance with the order(s) authorizing the issuance of the Defeased Bonds.

Section 5. Material Event. The Board hereby approves the filing of a material event notice in accordance with the Securities and Exchange Commission's Rule 15(c)2-12 and the continuing disclosure agreement set forth in the order(s) authorizing the issuance of the Defeased Bonds.

Section 6. Costs and Fees. The Board hereby approves payment from lawfully available District funds of professional fees and expenses of the District's Bond Counsel, the District's Financial Advisor, the Escrow Agent, the Verification Agent, the paying agent/registrar for the Defeased Bonds, and any other party whose services have been determined by the District to be necessary to accomplish the purpose and intent of this Resolution.

Section 7. Open Meeting. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code.

Section 8. Effectiveness. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

[Signature page follows]

Attachment 1

PASSED AND APPROVED this 7th day of December, 2020.

Chair, Board of Trustees
San Jacinto Community College District

ATTEST:

Secretary, Board of Trustees
San Jacinto Community College District

(SEAL)

EXHIBIT A

The Board hereby authorizes the deposit of surplus funds of the District in an amount sufficient, after considering investment earnings (if any), to defease and redeem a portion of the Defeased Bonds identified below prior to their scheduled maturities.

DISTRICT'S OUTSTANDING BONDS

Limited Tax General Obligation Building and Refunding Bonds, Series 2011
Limited Tax General Obligation, Series 2012
Limited Tax General Obligation Refunding Bonds, Series 2015
Limited Tax General Obligation Buildings Bonds, Series 2016A
Limited Tax General Obligation Refunding Bonds, Series 2016B
Limited Tax General Obligation Refunding Bonds, Series 2016C
Limited Tax General Obligation Building Bonds, Series 2019A
Limited Tax General Obligation Refunding Bonds, Series 2019B

Action Item “XVI”
Regular Board Meeting December 7, 2020
Consideration of Approval of Revised Associate of Arts and Associate of
Science Degrees, and Core Curriculum Changes

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends the Board of Trustees approve the revised Associate of Arts and Associate of Science Degrees, as well as changes to the Core Curriculum.

BACKGROUND

Prompted by the implementation of the College’s work on Pathways and the ongoing development of Fields of Study by the Texas Higher Education Coordinating Board, San Jacinto College chartered a Degree Task Force spring 2018 to review the Associate of Arts (AA) and Associate of Science (AS) degree structures and requirements. The Task Force was also charged to make recommendations regarding the General Education Core. This work was last done when the current structures were put into place in 2010. The original timeline was that the Task Force would provide recommendations that all faculty would review spring 2019 for an implementation date of fall 2019. The Task Force did its work in a timely manner. However, due to logistical concerns on the student services side, a decision was made to delay the implementation until fall 2020. Student services issues were successfully resolved, but due to the COVID-19 disruption, implementation was once again put on hold.

In fall 2020, the recommendations of the Task Force were sent to faculty to review and provide feedback. The Task Force reviewed the input, updated the recommendations, and sent out an updated version for final faculty review. The revised recommendations were approved by the Strategic Leadership Team November 11, 2020. The AA and AS degrees that the Task Force recommends are found in the attachment entitled “Degree Recommendations.” The changes to the General Education Core Curriculum are found in the attachment entitled “General Education Core Curriculum Recommendations.” The justifications for the recommendations are included in the document.

A major priority of the Task Force was to amend associate degrees so that all 60 hours required for completion would transfer and apply toward baccalaureate degrees at receiving institutions.

IMPACT OF THIS ACTION

Currently, all of the College’s associate degrees contain 60 semester credit hours. Those 60 hours are distributed across each degree with 42 semester credit hours in the Core, six semester credit hours in the Institutional Option, and 12 semester credit hours in the Transfer Path. Currently, the six semester credit hours in the Institutional Option are comprised of a three-semester credit hour computer literacy course and a three-semester credit hour student success course. Those courses do not typically transfer and apply toward baccalaureate degrees. Because those two courses are required on all current San Jacinto College associate degrees, students accumulate six semester credit hours that rarely transfer and apply to any baccalaureate degree program. The Task Force recommends removing both the computer literacy and student success courses as requirements in the associate degrees. This creates the

Action Item “XVI”
Regular Board Meeting December 7, 2020
Consideration of Approval of Revised Associate of Arts and Associate of
Science Degrees, and Core Curriculum Changes

opportunity for San Jacinto College students to complete an associate degree without accumulating excess hours that do not transfer or only transfer as elective hours and, instead, to take courses that will count toward baccalaureate program requirements.

Removing the Institutional Option is the major change recommended in the revised degrees. Those six semester credit hours are moved to the Transfer Path in the revised degree structure. This allows for much greater flexibility in creating maps for students with courses identified for specific transfer majors.

Each of the revised degrees has 42 semester credit hours in the Core which includes a one semester credit hour student success course and 18 semester credit hours in the Transfer Path.

Due to the change in the student success course from three semester credit hours to one semester credit hour, and the removal of the computer literacy course, it was necessary to adjust the AA in Music, the AS in Engineering, and the AA in Teaching degrees.

The Associate of Arts in Music is a combination of a Field of Study and a portion of the Core Curriculum. The Texas Higher Education Coordinating Board allows this type of degree in several disciplines, including Music. The adjusted Music degree replaces the three semester credit hour student success course with the one semester credit hour student success course, plus two additional one semester credit hour Music electives. The updated Music degree can be found in the attachment entitled “Music Major Degree.”

The Associate of Science in Engineering (ASE) is a Texas Higher Education Coordinating Board-approved collegiate degree consisting of lower-division courses intended for transfer to baccalaureate programs that lead to an engineering degree. The ASE, as defined by the Texas Higher Education Coordinating Board, is fully transferrable to Texas public universities which participate in the Tuning In Texas articulation agreement (transfer pact). In the adjusted ASE degree replaces the three-semester credit hour student success course is replaced with a three-semester credit hour math course and transfers the student success learning outcomes into the existing introduction to engineering course. The updated Engineering degree can be found in the attachment entitled “Associate of Science in Engineering.”

The Associate of Arts in Teaching (AAT) is a collegiate degree program approved by the Texas Higher Education Coordinating Board (THECB) consisting of lower-division courses intended for transfer to baccalaureate programs that lead to initial Texas teacher certification. Two AAT degrees, the AAT in Early Childhood to 6th Grade and the AAT in Grades 7 to 12, are offered at San Jacinto College. The revised teaching degrees remove the three-semester credit hour student success course and the three-semester credit hour computer literacy course. Six semester credit hours are added to the transfer path. Those six hours will be selected to meet the student’s specific transfer institutions requirements. The updated AAT degrees can be found in the attachment entitled “Associates of Arts in Teaching (AAT) Degrees.”

**Action Item “XVI”
Regular Board Meeting December 7, 2020
Consideration of Approval of Revised Associate of Arts and Associate of
Science Degrees, and Core Curriculum Changes**

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

No new funding is required for implementation.

MONITORING AND REPORTING TIMELINE

Upon approval by the San Jacinto College Board of Trustees, the revised AA and AS degrees, as well as updates to the College’s Core Curriculum, will be submitted to The Texas Higher Education Coordinating Board (THECB) for approval. Implementation is anticipated fall 2021.

ATTACHMENTS

- Attachment 1 - Degree Recommendations
- Attachment 2 - General Education Core Curriculum Recommendations
- Attachment 3 - Music Major Degree
- Attachment 4 - Associate of Science in Engineering
- Attachment 5 – Associate of Arts in Teaching (AAT) Degrees

RESOURCE PERSONNEL

Laurel V. Williamson	281-998-6182	laurel.williamson@sjcd.edu
Martha L. Robertson	713-754-8409	martha.robertson@sjcd.edu

Degree Recommendations

AA BUSINESS

42 hours of Core including EDUC/PSYC 1100*

Transfer Path: 18 SCH, at least 12 SCH will be any combination of ACCT, BCIS, BUSI, ECON, or MARA including at least one of the following: BUSI 1301, BUSI 2305, ECON 2302, ACCT 2302, or MARA 2401. The remaining hours will be selected to meet the student's specific transfer institution requirements.

AA COMMUNICATIONS

42 hours of Core including EDUC/PSYC 1100*

Transfer Path: 18 SCH, at least 12 SCH will be in any combination of CHIN, COMM, ENGL, FREN, GERM, SGNL, SPAN, or SPCH including at least one of the following: CHIN 1412, FREN 1412, GERM 1412, SGNL 1412, SPAN 1412, COMM 1307, ENGL 2322, ENGL 2323, ENGL 2327, ENGL 2328, ENGL 2332, ENGL 2333, ENGL 2341, ENGL 2351, or SPCH 1318. The remaining hours will be selected to meet the student's specific transfer institution requirements.

AA FINE ARTS

42 hours of Core including EDUC/PSYC 1100*

Transfer Path: 18 SCH, at least 12 SCH from the student's chosen discipline including at least one of the following: ARTS 1316, ARTS 2348, DANC 1151, DANC 2151, DRAM 1330, or DRAM 1351. The remaining hours will be selected to meet the student's specific transfer institution requirements. Students interested in a music concentration should reference the AA in Music.

AA SOCIAL/BEHAVIORAL SCIENCE

42 hours of Core including EDUC/PSYC 1100*

Transfer path: 18 SCH, at least 12 SCH may be in any combination of ANTH, CRIJ, GEOG, GOVT, HIST, HUMA, PHIL, PSYC, or SOCI. The remaining hours will be selected to meet the student's specific transfer institution requirements.

AA General Studies

42 hours of Core including EDUC/PSYC 1100*

Transfer path: 12 SCH of Academic courses. The remaining hours will be selected to meet the student's specific transfer institution requirements.

AS COMPUTER SCIENCE

42 hours of Core including EDUC/PSYC 1100*

Transfer Path: 18 SCH, including COSC 1436 and 1437, and at least 6 SCH from COSC 2436, 2325, MATH 2413, 2414, or PHYS 2325/3125 or 2326/2126. The remaining hours will be selected to meet the student's specific transfer institution requirements.

AS MATH

42 hours of Core including EDUC/PSYC 1100*

Transfer Path: 18 SCH, at least 12 SCH selected from MATH 2318, 2320, 2413, 2414, or 2415. The remaining 6 hours will be selected to meet the student's specific transfer institution requirements.

AS NATURAL SCIENCE

42 hours of Core including EDUC/PSYC 1100*

Transfer Path: 18 SCH, at least 12 SCH in any BIOL, CHEM, GEOL, or PHYS

- including at least one of the following: BIOL 1307/1107, CHEM 1311/1111, CHEM 2325/2125, GEOL 1304/1104, or PHYS 2326/2126
- excluding BIOL 1308/1108, BIOL 1309/1109, BIOL 2404, BIOL 1322, CHEM 1305/1105, and GEOL 1301/1101

The remaining hours will be selected to meet the student's specific transfer institution requirements.

*EDUC/PSYC 1100 will be included in the Component Area Option of the Core

<p>General Education Core Curriculum Recommendations (see details of each area on pages 2 and 3)</p>
<p>Communications - No change recommended</p>
<p>Mathematics - No change recommended</p>
<p>Life and Physical Sciences Remove the following: BIOL 1311 (Botany); BIOL 1313 (Zoology); ASTR 1303 (Stars and Galaxies); ASTR 1304 (Solar System); and GEOL 1305 (Environmental Science). Rationale: Specialized content, lack of degree maps for these courses, and limited transferability</p>
<p>Language, Philosophy, and Culture Remove HUMA 1302 Rationale: Course not currently offered</p>
<p>Creative Arts Add DANC 1305 (World Dance) Rationale: To provide an additional Creative Arts option</p>
<p>American History Add African American History (Hist 2381) and African American History II (Hist 2382) Rationale: To connect with our diverse student population</p>
<p>Government/Political Science - No change recommended</p>
<p>Social and Behavioral Sciences - No change recommended</p>
<p>Component Area Option Add EDUC/PSYC 1100 Learning Framework Rationale: provide a student success course that transfers and applies at transfer institutions</p>

“THE BASICS” CORE CURRICULUM/ GENERAL EDUCATION OUTCOMES

Texas law mandates that all state-supported colleges and universities have a core curriculum consisting of 42 semester credit hours (SCH) that will automatically transfer to all Texas public colleges and universities. Students often refer to these courses as “the basics.” Embedded within the 42-hour core curriculum are general education student learning outcomes signifying what students learn by earning an Associate of Arts (A.A.), Associate of Science (A.S.), or Associate of Arts in Teaching (A.A.T.). The requirements of the Associate of Science in Engineering include some, but not all, of the 42-hour core curriculum. Embedded in technical programs, leading to an Associate of Applied Science (A.A.S.), are 15 hours of general education drawn from courses found in the core curriculum. General education student learning outcomes represent the core objectives outlined by the Texas Higher Education Coordinating Board. San Jacinto College general education outcomes include the following:

- 1. Communication Skills**—Students will communicate ideas, express feelings, and support conclusions effectively in written, oral, and visual formats.
- 2. Critical Thinking Skills** – Students will develop habits of mind, allowing them to appreciate the processes by which scholars in various disciplines organize and evaluate data and use the methodologies of each discipline to understand the human experience.
- 3. Empirical and Quantitative Skills** – Students will develop quantitative and empirical skills to understand, analyze, and explain natural, physical, and social realms.
- 4. Teamwork** – Students will consider different points of view and work interdependently to achieve a shared purpose or goal.
- 5. Personal Responsibility** – Students will develop habits of intellectual exploration, personal responsibility, and physical wellbeing.
- 6. Social Responsibility** – Students will demonstrate a global perspective toward issues of culture, society, politics, environment, and sustainability.

Students must complete the 42-hour (SCH) core in the following areas: Communications (010); Mathematics (020); Life and Physical Science (030); Language, Philosophy, and Culture (040); Creative Arts (050); American History (060); Government/Political Science (070); Behavioral and Social Sciences (080); and Component Area Option (090)

Communications (2 courses)

6 SCH

ENGL 1301
ENGL 1302
ENGL 2311

Composition I (required)
Composition II
Technical Writing

Mathematics (1 course)

3 SCH

MATH 1314
MATH 1316
MATH 1324*
MATH 1325*
MATH 1332*

College Algebra
College Trigonometry
Finite Mathematics
Calculus with Applications
Contemporary Mathematics
(Quantitative Reasoning)
Statistics
Linear Algebra
Differential Equations
Pre-Calculus
Calculus I
Calculus II

MATH 1342**

MATH 2318
MATH 2320
MATH 2412
MATH 2413
MATH 2414

*MATH 1324, 1325, and 1332 are not recommended for students pursuing mathematics or science

** MATH 1342 is required for a bachelor's degree in nursing

Life and Physical Sciences (Natural Science) (2 courses)

6 SCH

Students must be simultaneously co-enrolled in the co-requisite science lab.

~~ASTR 1303~~ ————— ~~Star and Galaxies~~

~~ASTR 1304~~ ————— ~~The Solar System~~

BIOL 1306 General Biology I

BIOL 1307 General Biology II

BIOL 1308* Biology I for

Non-Science Majors

Biology II for

Non-Science Majors

BIOL 1309* Biology II for

Non-Science Majors

~~BIOL 1311~~ ————— ~~General Botany~~

~~BIOL 1313~~ ————— ~~General Zoology~~

BIOL 2301 Human Anatomy

and Physiology I

Human Anatomy

and Physiology II

Introductory Chemistry I

General Chemistry I

General Chemistry II

Earth Science I

Physical Geology

Historical Geology

CHEM 1305* General Chemistry I

CHEM 1311 General Chemistry II

CHEM 1312 Earth Science I

GEOL 1301* Physical Geology

GEOL 1303 Historical Geology

GEOL 1304

EDUCATIONAL PROGRAMS

GEOL 1305	Environmental Science	American History	6 SCH
PHYS 1301	College Physics I	(2 courses)	
PHYS 1302	College Physics II	HIST 1301	United States History I
PHYS 2325	University Physics I	HIST 1302	United States History II
PHYS 2326	University Physics II	HIST 2301	Texas History
<i>*BIOL 1308, 1309 and CHEM 1305, and GEOL 1301 do not meet the requirements for science majors.</i>		HIST 2327	Mexican-American History I
<i>**BIOL 2301 and 2302 are designed for allied health majors and not for academic transfer as science majors.</i>		HIST 2328	Mexican-American History II
		HIST 2381	African American History I
		HIST 2382	African American History II
Language, Philosophy, and Culture (Humanities)	3 SCH	Government/Political Science	6 SCH
(1 course)		(2 courses)	
ENGL 2322	A Survey of Early British Literature	GOVT 2305*	Federal Government
ENGL 2323	A Survey of Later British Literature	GOVT 2306*	Texas Government
ENGL 2327	A Survey of Early American Literature	<i>*Students who have taken GOVT 2301 or GOVT 2302, but not both, should check with an educational planner on how to complete the 6 SCH.</i>	
ENGL 2328	A Survey of Later American Literature	Social and Behavioral Sciences	3 SCH
ENGL 2332	A Survey of Early World Literature	(1 course)	
ENGL 2333	A Survey of Later World Literature	ANTH 2302	Introduction to Archaeology
ENGL 2341	Literature and Film	ANTH 2346	General Anthropology
ENGL 2351	Mexican-American Literature	ANTH 2351	Cultural Anthropology
GEOG 1302	Cultural Geography	ECON 2301	Principles of Macroeconomics
HIST 2321	World Civilization I	ECON 2302	Principles of Microeconomics
HIST 2322	World Civilization II	GEOG 1303	World Regional Geography
HUMA 1301	Introduction to Humanities I	GOVT 2304	Introduction to Political Science
PHIL 1301	Introduction to Philosophy	HIST 2311	History of Western Civilization Before 1660
PHIL 2306	Introduction to Ethics	HIST 2312	History of Western Civilization Since 1660
		PSYC 2301	Psychology
		SOCI 1301	Introduction to Sociology
		SOCI 2319	Multi-Cultural Studies
Creative Arts (Fine Arts)	3 SCH	Component Area Option	6 SCH
(1 course)		2 SCH in this option include the labs for science courses	
ARTS 1301	Art Appreciation	SPCH 1311	Introduction to Speech Communication
ARTS 1303	Art History I	SPCH 1315	Public Speaking
ARTS 1304	Art History II	SPCH 1318	Interpersonal Communications
DANC 1305	World Dance	SPCH 1321	Business and Professional Speech
DANC 2303	Dance Appreciation	PHED 1164	Introduction to Physical Fitness and Wellness
DRAM 1310	Theatre	CHIN 1411	Beginning Chinese I
DRAM 2366	Film Appreciation I	CHIN 1412	Beginning Chinese II
MUSI 1306	Listening to Music	FREN 1411	Beginning French I
MUSI 1307	Survey of Music Literature	FREN 1412	Beginning French II
MUSI 1310	American Popular Music	GERM 1411	Beginning German I
		GERM 1412	Beginning German II
		SGNL 1401	American Sign Language I
		SGNL 1402	American Sign Language II
		SPAN 1411	Beginning Spanish I
		SPAN 1412	Beginning Spanish II
		EDUC 1100	Learning Framework
		PSYC 1100	Learning Framework

MUSIC AA (1MUSIC)**Degree: Associate of Arts Major: MUSIC AA Transfer Path in Music AA****Year 1****Fall**

MUSI 1311 Theory I *	3
MUSI 1116 ET/SS I	1
MUEN Ensemble	1
MUAP Major Instrument	2
ENGL 1301 (Comp I)	3
EDUC/PSYC 1100	1
MUSI 1181 Class Piano 1 **	1

Spring

MUSI 1312 Theory II	3
MUSI 1117 ET/SS II	1
MUEN Ensemble	1
MUAP Major Instrument	2
ENGL 1302 (Comp II)	3
MATH***	3
HIST 1301	3

Total Credits: 12**Total Credits: 16****Summer****4**

Science with lab

Year 2**Fall**

MUSI 2311 Theory III	3
MUSI 2116 ET/SS I	1
MUEN Ensemble	1
MUAP Major Instrument	2
Music Elective****	1
GOVT 2305	3
HIST 1302	3

Spring

MUSI 2312 Theory IV	3
MUSI 2117 ET/SS IV	1
MUEN Ensemble	1
MUAP Major Instrument	2
MUSI 1307 Music Lit.	3
Music Elective****	1
GOVT 2306	3

Total Credits: 14**Total Credits: 14****Degree Total: 60**

* If music fundamentals class (MUSI 1301) is required, Theory I & ET/SS may be taken in the spring semester with Theory II & ET/SS II taken in the summer term. Fundamentals may also be taken in the summer term before the first fall term.

** Private piano lessons may be taken by those with a substantial piano background. Class piano not required for piano majors; however, a course substitution will be required (see Dept. Chair). Class piano prepares music majors for the piano proficiency exam required upon transfer. Recommended students continue enrollment in Class Piano II, III, & IV to successfully pass this baccalaureate degree requirement.

*** Depending on the transfer school of choice, either College Algebra (MATH 1314), or Contemporary Math (MATH 1332)

**** Music elective of 1 credit hour may be selected from any of these areas: private lesson (MUAP), class piano (MUSI 1182, 2181, 2182) or ensemble (MUEN)

Associate of Science in Engineering Degree (ASE)

Term		Course	Credits
First Semester	MATH 2413	Calculus I	4
	CHEM 1311	General Chemistry	3
	CHEM 1111	General Chemistry Lab	1
	ENGR 1201	Introduction to Engineering	2
	ENGL 1301	English Composition I	3
	GOVT 2305	Federal Government	3
	<i>Semester Total</i>		16
Second Semester	MATH 2414	Calculus II	4
	PHYS 2325	University Physics I	3
	PHYS 2125	University Physics Lab I	1
	GOVT 2306	Texas Government	3
	ENGL 1302 or 2331	English Composition II or Technical Writing	3
	ENGR 1304 or CHEM 1312/1112	Engineering Graphics or General Chemistry II with Lab	3
	<i>Semester Total</i>		17
Third Semester	MATH 2415	Calculus III	4
	PHYS 2326	University Physics II	3
	PHYS 2126	University Physics Lab II	1
	ENGR 2304	Programming for Engineers	3
	HIST 1301	United States History I	3
	ENGR 2301 or CHEM 2323/2123 or COSC 1337	Engineering Mechanics: Statics or Organic Chemistry I with Lab or Fundamentals of Programming II	3
	<i>Semester Total</i>		17

Attachment 4

Fourth Semester	MATH 2320	Differential Equations	3
	ENGR 2305/2105	Electrical Circuits with Lab	4
	HIST 1302	United States History II	3
		** Discipline Specific	
		Engineering Mechanics: Dynamics or General Chemistry II with Lab or Engineering Economics	3
	ENGR 2302 or CHEM 1312/1112 or ENGR 2308 or CHEM 2325/2125 or GEOL 1303 or ENGL 2311	Organic Chemistry II with Lab or Physical Geology or Technical & Business Writing* (not UHCL)	
	MATH 2318	Linear Algebra	3
	<i>Semester Total</i>		16
	Degree Total		66

Associate of Arts in Teaching (AAT) Degrees

AAT in Early Childhood to 6th Grade

42 hours of Core including EDUC/PSYC 1100*

Transfer Path: 18 SCH, including MATH 1350, MATH 1351, EDUC 1301, EDUC 2301, TECA 1354, and one of the following TECA 1303, HIST 2301, CHEM 1305/1105 depending on specialty and university.

AAT in Grades 7 to 12

42 hours of Core including EDUC/PSYC 1100*

Transfer Path: 18 SCH, including EDUC 1301, EDUC 2301, and other content area courses depending on specialty and university requirements.

**SAN JACINTO COMMUNITY COLLEGE DISTRICT
PURCHASE RECAP
December 7, 2020**

PURCHASE REQUESTS AND CONTRACT RENEWALS

Purchase Request #1	
Method of Procurement and Delegate Authority to Award Contract for Traffic and Accessibility Sign Upgrades (pgs. 2-4)	\$ 200,000
Purchase Request #2	
Guaranteed Maximum Price for South Campus Jones Building Renovation (pg. 5)	13,000,000
Purchase Request #3	
Additional Funds for Direct Digital Controls Network Upgrades, Package VI (pgs. 6-7)	140,000
Purchase Request #4	
Renew Contracts for Temporary Personnel Services (pg. 8)	900,000
Purchase Request #5	
Contract for Printing Services (pgs. 9-11)	<u>285,000</u>
TOTAL OF PURCHASE REQUESTS	<u><u>\$ 14,525,000</u></u>

Purchase Request #1
Regular Board Meeting December 7, 2020

**Consideration of Approval of Method of Procurement and Delegate Authority to
Award a Contract for Traffic and Accessibility Sign Upgrades**

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the job order contracting (JOC) procurement method for the repair, replacement, or refurbishment of approximately 200 traffic and access control signs on College property. The administration also recommends the Board of Trustees delegate its authority to the Chancellor or her designee to negotiate and execute a contract with the selected firm.

BACKGROUND

In 2018, the College engaged a firm to conduct a security audit across all campuses. One of the findings was the need to upgrade traffic signs to make them compliant with the United States Department of Transportation's Manual of Uniform Traffic Control Devices. Collaborate Architects, one of the small project architecture firms approved for use by the Board in August 2019, was hired to produce a report noting all signage deficiencies on each campus. The majority of the deficiencies were either technical violations in the required sign heights or faded graphics on older signs. These findings were reviewed by the police department to ensure the proposed revisions would pose no impediments to the enforcement of traffic laws. The College is now ready to engage a contractor to complete the required repairs, replacements, or refurbishment of individual signs.

The JOC construction delivery method will allow speed of execution with minimal construction administration for this relatively small project. The JOC procurement method is recommended for this project in accordance with Texas Government Code §2269.401 and Texas Education Code §44.031. JOC contracts are competitively procured based upon overall best value including the contractor's discount coefficient which is applied to preset regional unit prices, such as RS Means. Multiple quotes utilizing cooperative purchasing programs' JOC contracts will be reviewed to ensure best value is obtained.

IMPACT OF THIS ACTION

Approval of this request will allow for the identified signs to be replaced early in the spring 2021 semester.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated expenditure for this project is less than \$200,000 and will be funded from the 2015 Bond Program.

MONITORING AND REPORTING TIMELINE

Completion of this project will require approximately twelve weeks after notice to proceed is issued. This project will be monitored by capital projects personnel with program management provided by AECOM.

Purchase Request #1
Regular Board Meeting December 7, 2020
Consideration of Approval of Method of Procurement and Delegate Authority to
Award a Contract for Traffic and Accessibility Sign Upgrades

ATTACHMENTS

Attachment No. 1 - Examples of Signage Deficiencies

RESOURCE PERSONNEL

Chuck Smith	281-998-6341	charles.smith@sjcd.edu
Randi Faust	281-998-6348	randi.faust@sjcd.edu

ATTACHMENT NO. 1

EXAMPLES OF TYPICAL SIGNAGE DEFICIENCIES



Purchase Request #2
Board Meeting December 7, 2020
Consideration of Approval of Guaranteed Maximum Price
for South Campus Jones Building Renovation

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees authorize the Chancellor to approve a guaranteed maximum price (GMP) package for the South Campus Jones Building renovation project.

BACKGROUND

On October 5, 2020, the Board approved a construction manager-at-risk (CMR) contract, CMR #21-01, with the Whiting-Turner Contracting Company to reconstruct the South Campus Jones Building. To date, Whiting-Turner has provided preconstruction services including constructability and cost estimating services to the owner and the design team.

In the upcoming months, Whiting-Turner will solicit and receive qualified bids for the work to produce a GMP for consideration by the College. Any subcontracts awarded by the construction manager under this authority shall comply with Texas Government Code §2258 and §2269 regarding prevailing wage rates and the review of bids and proposals, respectively. To advance construction in accordance with the timeline approved by the Board of Trustees, limited notices to proceed for work valued up to twenty percent of the authorized GMP limit will be issued while GMP contract documents are negotiated and finalized.

IMPACT OF THIS ACTION

Approval of the GMP will allow for remediation, demolition, and construction activities to begin immediately upon receipt of the construction permit.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The GMP will be for an amount not to exceed \$13,000,000. Any limited notices to proceed will not exceed twenty percent of the GMP. This project will be funded from the 2015 Bond Program.

MONITORING AND REPORTING TIMELINE

Completion of the project is expected in the fourth quarter 2021. This project will be monitored by capital projects personnel with program management services provided by AECOM.

ATTACHMENTS

None

RESOURCE PERSONNEL

Chuck Smith	281-998-6341	charles.smith@sjcd.edu
Randi Faust	281-998-6348	randi.faust@sjcd.edu

**Purchase Request #3
Regular Board Meeting December 7, 2020
Consideration of Approval of Additional Funds
for Direct Digital Controls Network Upgrades, Package VI**

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the expenditure of additional funds for the purchase of equipment and installation for Package VI of a building automation/energy management system upgrade project from Siemens Industry, Inc.

BACKGROUND

The College's direct digital control (DDC) system allows remote electronic control of utility systems and provides the ability to balance building comfort while optimizing energy usage. Package VI consists of the remaining Desigo interface upgrades and the installation of energy and water meters connected to the Siemens control system.

The installation and upgrades to the DDC system will be completed by Siemens, who is the sole supplier and installer for the building automation system equipment currently installed in many campus buildings. Sole source number 1484 has been assigned. Siemens has a contract through the General Services Administration cooperative contracts program to provide facilities control and automation materials, installation and related services, contract number GS-07F-217CA, which complies with the competitive procurement requirement in Texas Education Code §44.031 and permitted through Texas Government Code §791.001(g).

IMPACT OF THIS ACTION

The scope of this project includes necessary physical components and upgrades to the DDC systems at select locations across all of the three main campuses. The work incorporates upgrading the Siemens operating system in buildings equipped with the older Apogee system to the newer Desigo user interface. It will also complete installation of water and gas digital utility meters in buildings representing eighty percent of the College footprint. The proposed upgrades will provide the necessary controls to allow the College to optimize energy performance and utility spend.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

In October 2020, the Board approved an expenditure of \$400,000 for the Package VI. This request will increase the total amount approved by \$140,000 to a total of \$540,000. This expenditure will be funded from the 2015 Bond Program.

MONITORING AND REPORTING TIMELINE

These services are estimated to be completed within 180 calendar days from issuance of contract. This project will be monitored by the College's capital projects personnel and program management will be provided by AECOM.

**Purchase Request #3
Regular Board Meeting December 7, 2020
Consideration of Approval of Additional Funds
for Direct Digital Controls Network Upgrades, Package VI**

ATTACHMENTS

None

RESOURCE PERSONNEL

Chuck Smith	281-998-6341	charles.smith@sjcd.edu
Randi Faust	281-998-6348	randi.faust@sjcd.edu

Purchase Request #4
Regular Board Meeting December 7, 2020

Consideration of Approval to Renew Contracts for Temporary Personnel Services

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees renew the contracts for temporary personnel services with Meador Staffing Services and 22nd Century Technologies, Inc.

BACKGROUND

The College utilizes multiple temporary staffing firms in order to ensure there are adequate resources available to meet the needs of each department. Meador Staffing Services was selected as a firm that specializes in general and administrative staffing needs. 22nd Century Technologies, Inc. specializes in personnel to support the information technology services department and others who require individuals with a more technical skill set.

Request for proposals #16-25 was issued August 5, 2016 to procure temporary personnel services on an as-needed basis for the College. The Board approved the original contracts with Meador Staffing and 22nd Century Technologies, Inc. on November 7, 2016.

IMPACT OF THIS ACTION

The College's ability to be a leader in the higher education arena is directly related to the level of service provided to our students and employees. Temporary personnel services provide the College with quicker access to trained and qualified employees who can perform job duties on an as needed basis. These services are primarily utilized to fill unexpected short-term vacancies or support instances when additional personnel is required to ensure there is no disruption of service. The College has no established minimum number of work hours for temporary personnel.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated annual expenditures for these services are \$650,000 for Meador Staffing Services and \$250,000 for 22nd Century Technologies, Inc. and funded from fiscal year 2020-2021 departmental operating and grant budgets, and subsequent year budgets as approved.

MONITORING AND REPORTING TIMELINE

This renewal will exercise the final one-year renewal option available. The new contract term will be December 1, 2020 through November 30, 2021.

ATTACHMENTS

None

RESOURCE PERSONNEL

Sandra Ramirez	281-991-2648	sandra.ramirez@sjcd.edu
Randi Faust	281-998-6348	randi.faust@sjcd.edu
Farrah Khalil	281-998-6326	farrah.khalil@sjcd.edu

Purchase Request #5
Regular Board Meeting December 7, 2020
Consideration of Approval to Contract for Printing Services

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve a contract with Southwest Precision Printers (SWPP) and Xpressdocs Partners LTD for printing of collaterals, signs, and banners for the College.

BACKGROUND

Request for proposals #21-05 was issued on October 23, 2020 to procure printings services for collaterals, signs, and banners. Ten responses were received and evaluated by a team comprised of representatives from the marketing department. In instances where there are numerous projects with overlapping deadlines, it is advantageous to have more than one firm who is capable of providing services of this nature. Therefore, it is recommended the College award a contract to the two highest ranked firms, SWPP and Xpressdocs Partners LTD based on the criteria published in the solicitation.

SWPP has provided printing services to the College for a number of years and has responded commendably to both advanced and short notice orders, and operates 24 hours, 7 days a week as needed for quick turnarounds. SWPP provides a single contact person, high quality printing, and web-based software where the College can upload and proof files. Xpressdocs Partners LTD offers a printing solution that integrates with Lucidpress, the marketing department's branded templating software. They offer very competitive prices and will provide a turnkey solution for certain projects.

IMPACT OF THIS ACTION

The marketing department produces hundreds of print pieces each year, ranging from recruiting collateral materials to safety signage. Printing services are a necessity in aiding the College's recruiting initiatives to ensure enrollment retention and brings awareness to the College and its programs in the community. In addition, printing is utilized for many other purposes as well such as communicating requirements and reminders about staying safe during the COVID-19 pandemic or signage for events on campus.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated annual expenditure is \$285,000 and will be funded by various departments' 2020-2021 operating budget and subsequent year budgets as approved.

MONITORING AND REPORTING TIMELINE

The initial award term will be one (1) year effective December 15, 2020, with renewal options of four (4) one-year terms.

Purchase Request #5
Regular Board Meeting December 7, 2020
Consideration of Approval to Contract for Printing Services

ATTACHMENTS

Attachment 1 - Tabulation

RESOURCE PERSONNEL

Janet Cowey	281-991-2603	janet.cowey@sjcd.edu
Randi Faust	281-998-6348	randi.faust@sjcd.edu
Patsy Laredo	281-998-6106	patsy.laredo@sjcd.edu

ATTACHMENT NO. 1

RFP 21-05 Printing Services for Collaterals, Signs, and Banners
Evaluation Summary

Stated Criteria	Maximum Value	Awards by GCT	C2 Imaging	CME Printing, Inc	CR&A Custom	DiscPro Graphics, Inc	Gateway Printing & Office Supplies, Inc	Marfield Corporate Stationery	Signarama	Southwest Precision Printers	Xpressdocs Partners LTD
Project Understanding, Approach, and Management	105	47	59	64	42	44	13	62	40	67	67
Qualifications and Experience of Firm	105	40	62	62	44	47	10	63	34	70	69
Qualifications and Experience of Personnel	45	23	27	27	18	19	9	27	25	30	30
Price Proposal	45	19	23	23	18	21	17	16	16	25	24
Total (100 x 3 Evaluators)	300	129	171	176	122	131	49	168	115	192	190

Final Ranking

	Vendor Name	Total Score
1	Southwest Precision Printers	192
2	Xpressdocs Partners LTD	190
3	CME Printing, Inc	176
4	C2 Imaging	171
5	Marfield Corporate Stationery	168
6	DiscPro Graphics, Inc	131
7	Awards by GCT	129
8	CR&A Custom	122
9	Signarama	115
10	Gateway Printing & Office Supplies, Inc	49

Item "A"
Regular Board Meeting December 7, 2020
Approval of the Minutes for the November 2, 2020
Workshop and Regular Board Meeting

RECOMMENDATION

The Chancellor requests that the Board of Trustees approve the minutes for the November 2, 2020, Workshop and Regular Board Meeting.

San Jacinto College District Board Workshop November 2, 2020

The Board of Trustees of the San Jacinto Community College District met by videoconference at 5:15 p.m., Monday, November 2, 2020, in Room 201 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas. Due to health and safety concerns related to COVID-19, this workshop was made available to the public via a live-stream. At least a quorum of the Board was present in accordance with the provisions of Sections 551.125 or 551.127 of the Texas Government Code that have not been suspended by order of the governor.

MINUTES

	Board Workshop Attendees:	Board Members: Erica Davis Rouse, Marie Flickinger, John Moon, Jr., Dan Mims, Keith Sinor, Dr. Ruede Wheeler, Larry Wilson Chancellor: Brenda Hellyer Other: Kacie Allen, Mandi Reiland, and Teri Zamora
	Agenda Item:	Discussion/Information
I.	Call the Meeting to Order	Board Chair, Marie Flickinger, called the workshop to order at 5:19 p.m.
II.	Roll Call of Board Members	Marie Flickinger, Erica Davis Rouse, Dan Mims, John Moon, Jr., Keith Sinor, Dr. Ruede Wheeler, Larry Wilson
III.	Adjournment to closed or executive session pursuant to Texas Government Code Section 551.071, 551.074, and 551.076 of the Texas Open Meetings Act, for the following purposes: Legal Matters, Personnel Matters, and Security Matters	Chair Flickinger adjourned to closed session at 5:20 p.m. a. Legal Matters - It was determined that there were no legal matters to review. 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. <ul style="list-style-type: none"> • Review Results from the Board’s Self-Assessment – Board Members and Dr. Brenda Hellyer were present for this portion of the closed session. c. Security Matters – To consider the deployment, or specific occasions for implementation, of security personnel or devices.

		<ul style="list-style-type: none"> • Discuss Matters Related to Security - Mandi Reiland and Teri Zamora joined the closed session for this item.
IV.	Reconvene in Open Meeting	The meeting reconvened to the open meeting at 6:41 p.m.
V.	Discuss Action Steps from the Board Self-Assessment Process	<p>Keith Sinor provided an update on the Board Self-Assessment Process and the action items that were discussed and agreed to in the closed session. The actions from their self-assessments are as follows:</p> <ul style="list-style-type: none"> • The Board will strive to attend all regularly scheduled meetings and be on time. • Increased effort will be made to attend various College events. A separate calendar with College-wide events will be sent out to Board members. • An increased continuing education for Board members, including additional retreats to discuss community college issues and planning in greater depth, a presentation of workshops on state related issues or other issues related to our College or other community colleges in general. • Bi-weekly communication from the Chancellor on updates on College issues, reports on government affairs from the SLT on issues going on at the federal and state levels; especially during the legislative session. • Periodical articles that are relevant to continuing education.
VI.	Update on COVID-19 Responses	<p>Dr. Brenda Hellyer reviewed the COVID-19 Response presentation which provided a historical update to the College’s response to COVID. Since April, the College has had 181,000 visitors to the College campuses and district offices and have had no campus transmissions. We have had four transmissions take place in off-campus housing for athletes. The Board were also given the Case Tracking dashboard, and Brenda provided instructions on how to navigate this dashboard. As of today, 673 COVID cases have been traced and of those 544 have been cleared. We have had three confirmed positives within the past 14-day period and 126 cases historically. Employees can access more detail on their internal dashboard, including cases by month. Employee related cases are traced through Human Resources and student cases are traced by Susanna González through our Emergency Management office.</p>

		<p>Brenda informed the Board that leadership would like to extend the College’s winter break to include December 21 and December 22. This aligns with area community colleges and school districts. The academic calendar will be revised to reflect this change.</p> <p>She provided an update on the plan for the spring semester. The plan is to offer more face-to-face options and will continue to add courses based on student demand. We will offer these face-to-face classes in large enough rooms to allow for social distancing. Last fall, 74% of offerings were face-to-face, and this fall, we are at 1% face-to-face and 15% hybrid. We currently have 84% of our courses online. For the spring, we plan to offer 10% face-to-face and 16% hybrid, so 74% will be offered online. Students will be able to choose what modality they prefer should we have to return to online only options. We are working on marketing efforts to show students these different options. We were two weeks late on enrollment, so our numbers are below last year’s number by 25%. We continue to see lower enrollment on transfer, continuing students, and first time in college (FTIC) students. Regarding withdrawals, we are right in line with last year’s number.</p> <p>Brenda provided an update on the COVID testing sites on campuses. These sites have been used by students, employees, athletes, and community. We are also in conversation with Harris County about becoming a COVID vaccination spot when that is made available. Athletes will go home at Thanksgiving and will not return to campus afterwards. Additionally, we are working closely with our workforce partners and making sure they understand hybrid options are still hands-on.</p>
<p>VII.</p>	<p>Update on Harris County Promise @ San Jac Program</p>	<p>Brenda provided an update on the questions that were brought forward in the Harris County Promise @ San Jac Program presentation from October. She reported that we are planning to move forward with a 2021 cohort and will continue with maintaining the current three schools. Good Reason Houston has agreed to support the College’s Promise Program with a \$200,000 donation if we do not implement an income cap which was also discussed at the October meeting. She provided an overview of the cost of the current cohort and how it is being funded. She estimates the next cohort will require \$484,000. We have</p>

		<p>\$200,000 right now and will be working with the Foundation on donations for the second cohort.</p> <p>Keith Sinor asked if the intention is to have a cohort start every year. Brenda responded that we are currently in a three-year agreement with Good Reason Houston. This agreement can be adjusted, but her intentions are expanding this program if we can grow it with the funding.</p> <p>The Board was comfortable with the information as presented and had no further questions.</p>
VIII.	Construction Update	<p>Teri Zamora provided an update on construction. She reported that employees who were displaced from the Davidson building fire moved back into the building this week. She also provided an update on the CPET entrance that is being constructed and said everything is going well.</p>
IX.	Review of Calendar	<p>Brenda reviewed the calendar with the Board.</p>
X.	General Discussion of Meeting Items	<p>Brenda explained that the College’s external audit firm, Whitley Penn, will be emailing each Board member a questionnaire to obtain information about transactions between the College and any related parties. Board members may have completed a similar form for the College’s Internal Audit Department, but the questionnaire sent by Whitley Penn is separate and a required document. Please note all Board responses must be sent directly back to Whitley Penn.</p>
XI.	Adjournment	<p>Workshop adjourned at 6:58 p.m.</p>

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

November 2, 2020

The Board of Trustees of the San Jacinto Community College District met by videoconference at 7:00 p.m., Monday, November 2, 2020, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas. Due to health and safety concerns related to COVID-19, this meeting was available to the public via a live stream. At least a quorum of the Board was present in accordance with the provisions of Sections 551.125 or 551.127 of the Texas Government Code that have not been suspended by order of the governor.

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: Bo Hopper
Matt Keim
Sandra Ramirez
Mandi Reiland
Teri Zamora

Call the Meeting to order: Chair Marie Flickinger called the Regular Meeting of the Board of Trustees to order at 7:09 p.m.

Roll Call of Board Members: Chair Marie Flickinger conducted a roll call of the Board members:

Erica Davis Rouse
Dan Mims
John Moon, Jr.
Keith Sinor
Dr. Ruede Wheeler
Larry Wilson

Invocation and Pledges to the Flags: The invocation was given by Teri Zamora. The pledges to the American flag and the Texas flag were led by Erica Davis Rouse.

Special Announcements, Recognitions, Introductions, and Presentations:	<ol style="list-style-type: none"> 1. Mandi Reiland read an announcement regarding the meeting process. 2. Mr. Larry Wilson presented a donation check on behalf of the newly combined Pasadena Rotary and Pasadena Rotary South.
Student Success Presentations	<ol style="list-style-type: none"> 1. Dr. Brenda Hellyer presented an update on SJC Transfer Student Outcomes at Houston GPS Universities.
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 from the family of Tommy Searcy, for the plant sent in his memory. 2. A thank you was sent to the Board from Teri Zamora, for the plant sent in memory of her mother. 3. November Opportunity News 4. 2020 Commencement Graduate Mailer
Hearing of Such Citizens or Groups of Citizens Desiring to be Heard Before the Board:	<p>There were no citizens desiring to be heard before the Board.</p>
Informative Reports:	<p>Chair Marie Flickinger indicated such reports were available in the Board documents and online.</p> <ol style="list-style-type: none"> A. San Jacinto College Financial Statements <ol style="list-style-type: none"> a. San Jacinto College Financial Statements September 2020 b. San Jacinto College Monthly Investment Report September 2020 c. San Jacinto College Quarterly Investment Report June - August 2020 B. San Jacinto College Foundation Financial Statements September 2020 C. Capital Improvement Program
Motion 10065 Consideration of Approval of Amendment to the 2020-2021 Budget for Restricted Revenue and Expenses	<p>Motion was made by John Moon, Jr., seconded by Larry Wilson, for approval of Amendment to the 2020-2021 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants.</p> <p>Motion Carried.</p> <p>Yeas: Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson Nays: None</p>

**Relating to
Federal and
State Grants**

Consideration of Approval of Rescission of Policy VI-G, Policy on Semester Reports – First Reading - (Informational Item) Informational item on Rescission of Policy VI-G, Policy on Semester Reports – First Reading.
No vote required.

Consideration of Approval of Policy V.5001.C, Student Grade Appeal – First Reading (Informational Item) Informational item on Policy V.5001.C, Student Grade Appeal – First Reading.
No vote required.

Motion 10066 Consideration of a Joint Election Agreement with Pasadena Independent School District Motion was made by John Moon, Jr., seconded by Dan Mims, for Consideration of a Joint Election Agreement with Pasadena Independent School District.
Motion Carried.
Yeas: Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson
Nays: None

Motion 10067 Consideration of Purchasing Requests Motion was made by Dan Mims, seconded by Larry Wilson, for approval of the purchasing requests.

Purchase Request #1 Contract for South Campus Chilled Water Infrastructure Upgrades	\$5,423,000
Purchase Request #2 Contract for College-wide Elevator Modernization	833,080
Purchase Request #3 Purchase Solar Photovoltaic System	445,000
Purchase Request #4 Additional Funds for College-Wide Window Glazing Replacement	167,500

Purchase Request #5	
Method of Procurement for CPET Walkway	<u>250,000</u>
TOTAL OF PURCHASE REQUESTS	\$7,118,580

Motion Carried.

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

**Motion 10068
 Consent Agenda**

Motion was made by Keith Sinor, seconded by John Moon, Jr., to approve the consent agenda.

- A. Approval of the Minutes for the October 5, 2020, Workshop and Regular Board Meeting
- B. Approval of the Budget Transfers
- C. Approval of Personnel Recommendations, 2020 Educational Advancement Incentives, 2020-2021 Stipends and Market Premiums Salary Schedule
- D. Approval of the Affiliation Agreements
- E. Approval of the Next Regularly Scheduled Meeting on December 7, 2020

Motion Carried.

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

**Items for
 Discussion/
 Possible Action**

There were no additional items discussed.

Adjournment:

Meeting Adjourned at 7:35 p.m.

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve budget transfers for October which have been made in accordance with State 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, 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 will allow the College to more effectively utilize existing resources in fulfilling its instructional objectives.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This request is a reclassification of existing authorizations.

MONITORING AND REPORTING TIMELINE

None

ATTACHMENTS

Attachment 1 – Budget Transfers

RESOURCE PERSONNEL

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 2020-21
 for October 2020

ELEMENT OF COST	DEBIT	CREDIT
INSTRUCTION	\$ 300	\$ -
PUBLIC SERVICE	\$ -	\$ -
ACADEMIC SUPPORT	\$ 150	\$ 10,000
STUDENT SERVICES	\$ -	\$ -
INSTITUTIONAL SUPPORT	\$ 15,000	\$ 450
PHYSICAL PLANT	\$ -	\$ 5,000
AUXILIARY ENTERPRISES	\$ -	\$ -
	\$ 15,450	\$ 15,450

RECOMMENDATION

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

South Campus

Department

Affiliation Entity

Physical Therapist Assistant Program

Live to Move Physical Therapy

Physical Therapist Assistant Program

Select Physical Therapy

Personal Trainer Program

CD Nation LLC dba Camp Gladiator

Personal Trainer Program

Iron Den Gym

LVN/Paramedic to RN Transition
& Vocational Nursing Program

UTMB at Galveston

North Campus

Department

Affiliation Entity

Medical Assistant Program

Texas Children’s Hospital

Medical Assisting

Sheldon ISD

RATIONALE

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

FISCAL IMPLICATIONS TO THE COLLEGE

N/A

CONTACT PERSONNEL

Daniel J. Snooks, Attorney
Laurel Williamson

281-998-6184

laurel.williamson@sjcd.edu

Item "E"
Regular Board Meeting December 7, 2020
Approval of the Next Regularly Scheduled Meeting

RECOMMENDATION

The next regularly scheduled meeting of the Board of Trustees will be Monday, February 1, 2020.