

**San Jacinto College District Board Workshop  
January 26, 2015  
District Administration Building, Suite 201**

**MINUTES**

	<b>Board Workshop Attendees:</b>	<b>Board Members:</b> Marie Flickinger, Brad Hance, Dan Mims, John Moon, Jr., Keith Sinor, Ruede Wheeler, Larry Wilson <b>Chancellor:</b> Brenda Hellyer <b>Others:</b> Teri Crawford, Ken Lynn, Mandi Reiland, Laurel Williamson <b>Absent:</b> Keith Sinor
	<b>Agenda Item:</b>	<b>Discussion/Information</b>
<b>I.</b>	<b>Call the Meeting to Order</b>	<b>Workshop began at 5:46 p.m.</b>
<b>II.</b>	<b>Roll Call of Board Members</b>	<b>Board Members:</b> Dan Mims, Marie Flickinger, Brad Hance, John Moon, Jr., Dr. Ruede Wheeler, Larry Wilson <b>Absent:</b> Keith Sinor
<b>III.</b>	<b>Review Foreign Trade Zone Request by Red Bull, LLC</b>	Ken Lynn gave an update on the Foreign Trade Zone request by Red Bull, LLC. The Port of Houston Authority was approached by Red Bull North America, headquartered in Los Angeles, California, for the purpose of establishing a sub zone in their foreign trade zone 84 which serves the Port of Houston Authority to import products and materials into the foreign trade zone to avoid customs and tariffs when remanufacturing and redistributing these products. The Port of Houston Authority is the manager of the trade zone, which is to be operated according to federal law as a public service. The trade zone must have a public purpose attached to it and taxing jurisdictions are asked to sign a letter of non-opposition. The intent is the creation of jobs and economic activity for the tax payers of the region. In addition, San Jacinto College asks entities to execute a payment in lieu of taxes agreement. Based on the inventory and materials that are in the foreign trade zone, Red Bull will pay taxes to San Jacinto College as if they had been taxed. The College asks them to sign a contract guaranteeing to pay an amount in lieu of taxes for each year that the trade zone is in effect so the College is held harmless from a financial perspective.  Larry Wilson asked about ownership of the buildings on the

		<p>property. Ken Lynn answered that the buildings are owned by the company but is not included in this agreement.</p> <p>Marie Flickinger asked if we are revenue neutral to the College on this agreement, or would we get more if we didn't release the taxes. Ken Lynn explained that the taxable value of the property is remitted to the Harris County Appraisal District and they are marked tax exempt. Then the value is used as the amount for payment from Red Bull to San Jacinto College which means the action is revenue neutral.</p>
<b>IV.</b>	<b>Review Election Order and Calendar</b>	<p>Brenda Hellyer explained that the election order action item calls for an election on May 9, 2015, to fill three positions up for election. These positions are positions 5, 6, and 7. The filing period starts on January 28, 2015 and ends on February 27, 2015 at 5:00 p.m. Brenda referenced the election calendar that gives all the dates pertaining to the board election. On our next board meeting, the College will know if we need to cancel or move forward with the election. Marie Flickinger asked if City of Pasadena is working with us jointly on an election. Ken Lynn explained that we have had conversations with a variety of entities and the College has existing agreements with some. The College works with Pasadena ISD not the city of Pasadena. Brenda explained that the Chancellor's office has binders of election information available for anyone who is interested in applying.</p>
<b>V.</b>	<b>Review SACSCOC Response on Fifth Year Report</b>	<p>Brenda Hellyer explained that we received our letter from the Southern Association of Colleges and Schools Commission on Colleges. The College received a very good report and should be very pleased with the result. We received this comment verbally from the SACS liaison. There are four areas where they have asked the College to follow up and respond back by April 1. The four areas are:</p> <ul style="list-style-type: none"> <li>• CS 3.4.11- Academic Program coordination</li> <li>• CS 3.11.3- Physical facilities</li> <li>• CS 3.13 – Policy compliance “Accrediting decisions of other agencies”</li> <li>• FR 4.6- Recruitment materials</li> </ul> <p>The nature of the follow-up required is clarification and more detailed explanation of specific questions in the standard. None are considered a concern.</p>

<p><b>VI.</b></p>	<p><b>Review Spring Enrollment</b></p>	<p>Brenda Hellyer reviewed handouts of registration counts as of today. The College enrollment is down 1% on unduplicated headcount and down .08% on funded contact hours. Central Campus is down 5.6%, South Campus is up 1.4%, and North Campus is up 5.7%. Central campus has been declining for several semesters. We have been digging into these numbers. We knew that there would be a decline in enrollment for Emergency Medical Technology and Cosmetology because of the changes in the programs and their locations. Also we see that geography faculty moves affected the numbers. We are also looking at the effects of population changes on enrollment. From Fall, we are up 900 students in dual credit and down in the over 35 population. This may be a trend and we are looking into that.</p> <p>Laurel Williamson spoke about trends with enrollment pertaining to college prep. Laurel explained that we shortened the time that students spend taking college prep classes so that impacts the contact hours. Brenda stated that in college prep at Central Campus, the contact hours are down 25,000 for the Spring due to the changes we have made.</p> <p>Dr. Wheeler stated that a lot more people are working right now and so they may not necessarily be going to school especially in the technical programs.</p> <p>Marie asked if we transferred a lot of the music classes to Central Campus from South Campus. Laurel explained that we did move some music programs but it would not have a substantial impact.</p> <p>Brenda explained that the enrollment in the auto body programs at South and North Campus is down. The South Campus program will be closed in the fall and moved to north. The faculty has been told.</p> <p>Laurel noted that mostly on the job training is what the auto body industry primarily uses. They do not require credentials. Laurel said they are consolidating the programs and maintaining the program at north campus because that is where the higher demand is.</p> <p>Marie asked if anyone has been able to talk with Constable Diaz about his request pertaining to an auto body project. Brenda explained that Dr. Jones has reached out four times and has not received response.</p> <p>Brenda stated there was not a lot from other schools on Texas Association of Community Colleges website; only 19 schools have reported their enrollment and the changes varied.</p>
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<p><b>VII.</b></p>	<p><b>Discuss Training Agreement with Houston Airport System</b></p>	<p>Brenda Hellyer explained the handout on the Houston Airport System (HAS) training agreement. The item does not go to the Board for approval because it is an interlocal training agreement. Training agreements are not usually approved by the Board so this is an informational item and an update on progress. Several months ago, Mario Diaz, the Director of the Houston Airport System (HAS), called a meeting between Houston Community College, Lone Star College, and San Jacinto College. He wanted to discuss the colleges working together on workforce training specifically around the \$1.2 billion construction project at the Intercontinental Airport (IAH). Mario wanted this based on a model he had seen in Dallas called the Construction Education Foundation. Multiple meetings were conducted to look at needs for curriculum, facilities, and structure. HAS is developing a warehouse near IAH to be the training site. Training will include construction and safety training. The name of the training partnership is Houston Area Construction Collaborative and community colleges will be paid for the training.</p> <p>The training will be allocated based on a lottery system with the first selection being Lone Star since IAH is in its service area. The other two colleges will draw to see who makes the next selection for training. Lone Star also is the fiscal and lead agent on the partnership. HAS will fund the collaborative through a labor fee paid by qualified and designated contractors. The labor fee is 20 cents per labor hour during the first year of operations and 15 cents per labor hour in the following years.</p> <p>San Jacinto College is a training partner and has a six month termination clause. This was supposed to go to city council last week but it was pulled because of issues surrounding union workers. It will be going to city council on Wednesday. Our level of actual training involvement is still unknown.</p> <p>All three chancellors and a member of HAS will serve on the governing board to ensure meeting expectations. The Collaborative is also creating an advisory board representing construction and industry leaders including union representation.</p> <p>Dr. Wheeler would like to know who we are training and for what. Brenda explained that contractors that will be building at IAH will need safety training classes and if they have a gap in any skills training that would be provided also.</p> <p>Brad Hance asked how many classes there will be and how many we will have.</p> <p>Brenda explained that the courses are still being determined but there will probably be approximately 30 courses. It is still</p>
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		<p>unknown as to how often these courses will be needed. They want us to be ready with the safety course in April and all three colleges will likely have a role in the safety courses.</p> <p>Larry asked if each college will have different faculty to teach the classes or will they work together and be hiring the same faculty. Brenda explained that it will probably be a combination of both of those.</p> <p>Dr. Wheeler asked if this is going to have a positive cash flow. Dr. Hellyer explained that the plan is to make money and if that does not happen we are able to terminate within the six month clause.</p> <p>Larry stated that if we break even, our name involved in this should create some kind of influence within the industry.</p> <p>Brad asked if Lone Star is happy with our involvement in this. Brenda explained that HAS thought it was too large for one entity and needed all three institutions involved. Lone Star came to the table to develop a collaborative and a win partnership for all three institutions. We will continue to monitor.</p>
<p><b>VIII.</b></p>	<p><b>Update on Legislative Agenda</b></p>	<p>Brenda gave an update on the legislative agenda and referenced the handout on the 5 point plan.</p> <ul style="list-style-type: none"> <li>• Workforce and Skills Alignment- This is about increasing funds for the Skills Development Funds which are training grants and increasing funds for the Jobs and Education for Texans program. Also, San Jacinto College’s interest in a Bachelor of Science in Nursing and Bachelor of Applied Technology degrees are listed under this point.</li> <li>• Measuring and Funding Success- Community Colleges asked for \$2.011 billion for community and technical college instructional funding and to keep the funding model the same. Brenda referenced the handout explaining HB1 which reflected a significant cut in funding due to a dip in enrollment.</li> <li>• College Readiness- We are asking for the new mathways project to continue to receive funding and consideration of support for early college high school.</li> <li>• Transfer and Articulation- The big item on this is common course numbering for all universities.</li> <li>• Texans in Community College- The policy recommendation with this is funding adult basic education and the Texas Educational Opportunity Grant.</li> </ul> <p>Brenda explained that the handout also includes the TACC list of</p>

		<p>all legislative items that were filed that will affect community colleges. Teri is tracking this and working with legislatures on our position on these.</p> <p>Next week John Moon, Ruede Wheeler, Marie Flickinger, and Dan Mims are going with Brenda and Teri to the TACC and CCATT meetings in Austin.</p> <p>Larry asked if private colleges are affected by the common course numbering.</p> <p>Brenda stated that if it passes, they can either opt in or opt out.</p>
<b>IX.</b>	<b>Calendar</b>	<p>Brenda referenced the yellow handout and asked that the Board members fill out their availability and return to Mandi.</p> <p>Brenda Hellyer went over the Board calendar:</p> <ul style="list-style-type: none"> <li>• 1/31 SJC Alumni Mixer</li> <li>• 1/31 North Channel Area Chamber Banquet</li> <li>• 2/3 – 2/5 CCATT and TACC meetings</li> <li>• 2/5 PISD CTHS Tour</li> <li>• 2/6 Legends Baseball game and reception</li> <li>• 2/19 Pasadena Chamber State of the City Luncheon</li> </ul>
<b>XIII.</b>	<b>General Discussion of Meeting Items</b>	There were no items discussed.
<b>XIV.</b>	<b>Adjournment</b>	<b>Workshop adjourned at 6:40 p.m.</b>