

## San Jacinto College District Board Workshop September 11, 2023

The Board of Trustees of the San Jacinto Community College District met for a Board Workshop at 4:45 p.m., Monday, September 11, 2023, in Room 201 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

### MINUTES

	<b>Board Workshop Attendees:</b>	<b>Board Members:</b> Marie Flickinger, Dr. Michelle Cantú-Wilson, Erica Davis Rouse, Dan Mims, John Moon, Jr. Keith Sinor, Larry Wilson <b>Chancellor:</b> Brenda Hellyer <b>Other:</b> Lisa Brown (Attorney) Sandra Ramirez, Mandi Reiland, Teri Zamora, Micki Morris (Attorney – via conference call)
	<b>Agenda Item:</b>	<b>Discussion/Information</b>
<b>I.</b>	<b>Call the Meeting to Order</b>	Chair Flickinger called the workshop to order at 4:52 p.m.
<b>II.</b>	<b>Roll Call of Board Members</b>	Board Chair Flickinger conducted a roll call of the Board members:  Dr. Michelle Cantú-Wilson Erica Davis Rouse, Assistant Secretary Marie Flickinger, Chair Dan Mims John Moon, Jr., Vice Chair Keith Sinor, Secretary Larry Wilson  *Roll call of Board members occurred after the workshop was reconvened into open session, but all members were present at the start of the workshop.
<b>III.</b>	<b>Adjournment to closed or executive session pursuant to Texas Government Code Section 551.071 and 551.074 of the Texas Open</b>	Chair Flickinger adjourned to closed session at 4:53 p.m.  The Board members listed above as attending and Chancellor Brenda Hellyer were present for the closed session. Other attendees are noted below.

	<b>Meetings Act, for the following purposes: Legal Matters and Personnel Matters</b>	<p>a. Legal Matters - For the purpose of a private consultation with the Board’s attorney on any or all subjects or matters authorized by law. Conference call with attorney, Micki Morris. In person consultation with attorney, Lisa Brown. Teri Zamora, Sandra Ramirez, and Mandi Reiland were present for this portion.</p> <p>b. Personnel Matters - For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee.</p> <ul style="list-style-type: none"> <li>• It was determined after the time of posting that there were no personnel matters to discuss.</li> </ul>
<b>IV.</b>	<b>Reconvene in Open Meeting</b>	Chair Flickinger reconvened to open meeting at 7:11 p.m.
<b>V.</b>	<b>Update on Next Steps for Adoption of Tax Rate</b>	<p>Dr. Brenda Hellyer informed the Board members that they are being asked to approve the proposed tax rate and announce the date of the public hearing and adoption date, which will be October 2, 2023. There will be an action item during tonight’s Board meeting.</p> <p>Teri Zamora added that the date will be added to the College’s website once it is voted on and approved and will also be published in the newspaper.</p>
<b>VI.</b>	<b>Review and Discussion of Annual Internal Audit Report and Plan</b>	This item was tabled and postponed to October 2, 2023.
<b>VII.</b>	<b>Update on Enrollment</b>	Brenda provided an update on enrollment. The College’s enrollment is currently up 2.9 percent from last year in headcount. Enrollment is still lower than pre-COVID, but this is an improvement from previous post-COVID years. The College is significantly up in contact hours from last year and is slightly below pre-COVID numbers. She mentioned the Promise program contributed to the early enrollment trends experienced in July.
<b>VIII.</b>	<b>Review Requests for Allocations from Existing 2015 Bond Contingency Funds</b>	Brenda explained the request for allocations from existing 2015 Bond contingency funds is to transfer \$750,000 from the general contingency to fund costs related to the South

		<p>Campus Biotechnology program. Approximately \$500,000 is for renovations to classroom and lab space. This amount is higher than the original proposal previously discussed, due to additional utility needs. The remaining \$250,000 is for start-up program equipment. This transfer will leave \$16.6 million in the contingency.</p> <p>The Board members were comfortable with this plan.</p>
<b>IX.</b>	<b>Review of Calendar</b>	Brenda reviewed the calendar and asked the Board members to let Mandi Reiland know if they would like to attend any events.
<b>X.</b>	<b>General Discussion of Meeting Items</b>	The Board did not have any items in the Board book in need of discussion.
<b>XI.</b>	<b>Adjournment</b>	Chair Flickinger adjourned the meeting at 7:16 p.m.