

**San Jacinto College District Board Workshop
October 10, 2016
District Administration Building, Suite 201**

MINUTES

	Board Workshop Attendees:	Board Members: Marie Flickinger, Brad Hance, Dan Mims, John Moon, Jr., Keith Sinor, Dr. Ruede Wheeler, Larry Wilson Chancellor: Brenda Hellyer Others: Chet Lewis, Mandi Reiland, Steve Trncak
	Agenda Item:	Discussion/Information
I.	Call the Meeting to Order	Workshop began at 5:17 p.m.
II.	Roll Call of Board Members	Board Members: Dan Mims, Marie Flickinger, Brad Hance, John Moon, Jr., Keith Sinor, Dr. Ruede Wheeler, Larry Wilson
III.	Adjournment to closed or executive session pursuant to Texas Government Code Section 551.072 & 551.074, of the Texas Open Meetings Act	Adjourned to closed session at 5:18 p.m. Real estate - For the purpose of discussing the purchase or exchange of real property. Personnel Matters - For the deliberation of the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of specific employees. a. Chancellor Evaluation
IV.	Reconvene in Open Meeting	Reconvened in open meeting at 5:53 p.m. Larry Wilson left the meeting after the closed session.
V.	Aspen Institute Interview	Brenda Hellyer explained the schedule for the Aspen Institute interviews. The Institute picked two days and gave specifics of who they wanted to interview. The Board is being interviewed on October 13, at 10:15 am. Brenda gave an overview of the interviewers.

		<p>She met with the Strategic Leadership Team (SLT) to put together some prep information for the Board. The SLT compiled the items that the Board has expressed in the past regarding the College vision and mission, and other pivotal items that the Board has provided guidance on and worked through. Brenda felt like she captured the Board goals in these documents. She mentioned that they should add any other items they would like but hopefully this gives them a good start.</p> <p>Dan Mims and Marie Flickinger mentioned that advising is an area that we need to look into and the prize money would help with that.</p> <p>Marie said that another game changer was the one college vision. Brenda explained that she will add this to the prep documents.</p> <p>We anticipate having a celebration with the College, because being named a top 10 institutions is a bid deal that deserves celebration.</p>
<p>VI.</p>	<p>Implementations of New Fair Labor Standards Act (FLSA) Changes</p>	<p>Steve Trncak gave overview of the implementations of the new Fair Labor Standards Act (FLSA) changes.</p> <p>He explained that a key provision of the FLSA is that all positions receive overtime pay unless they qualify for an exemption by meeting both of the following: specific tests regarding the nature of their job duties, and are paid on a salary meeting the minimum requirement. On December 1, 2016, the salary basis minimum will increase from \$23,660 to \$47,476.</p> <p>Approximately 150 positions could have been affected by the rule change. The Human Resources compensation team audited position descriptions and reviewed job duties to ensure compliance to the requirements defined in the Department of Labor standards for exemption. The compensation team met with the Strategic Leadership Team to review the positions that would be affected and classify them correctly. Compensation identified 77 employees affected by the audit rule change. The final positions affected are:</p> <ul style="list-style-type: none"> • 25 positions identified that should be non-exempt • 37 positions that are exempt, but are currently paid less than the new regulatory minimum • 15 positions that are exempt and paid above the regulatory minimum

		<p>All 77 affected employees will meet with their leaders in October and receive a letter explaining the changes resulting from the new regulations and Human Resources compensation audit. The letters have conveyed that pay adjustments are only being changed to meet federal regulations and are not a reflection of their performance or the value we place in their job.</p> <p>The Department of Labor Wage and Hour Division audits are unannounced and the investigator will select three positions of their choice for auditing. If they find an infraction in any those three positions, they can continue examining all positions until they are satisfied that the organization is in compliance. Infraction results in retroactive pay for all claimed overtime hours for the preceding two years plus an equal amount as punitive charge.</p> <p>The Board did not have any questions.</p>
VII.	Election Locations	<p>This item will be reviewed in more detail at a future Board meeting if needed. The only entity that has requested a campus location was the City of La Porte and La Porte Independent School District.</p>
VIII.	Presentation of the San Jacinto College Crime Statistics	<p>Chet Lewis gave overview of the San Jacinto College crime statistics. The annual campus security and fire safety report was distributed to the Board for review. We are in compliance with all requirements of the Clery act.</p> <p>Chet explained that there were a total of nine events in 2015. Eight of which were considered reportable and one was an unfounded crime.</p>
IX.	General Discussion of Meeting Items	<p>There were no additional items discussed.</p>
X.	Calendar	<p>Brenda reviewed the Board calendar.</p> <p>Dan mentioned that the past golf tournaments have been a success but it is time to start looking at other fundraising event opportunities. Brenda has asked people involved with planning to analyze this year's tournament and consider other options.</p>

XI.	Adjournment	Workshop adjourned at 6:40 p.m.
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