

*Board of Trustees  
Meeting*

*September 13, 2016*

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

The Board of Trustees of the San Jacinto Community College District will meet at 4:45 p.m., Tuesday, September 13, 2016, in Room 201 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

**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 551.072 & 551.074 of the Texas Open Meetings Act, for the following purposes:**
  - 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.
- IV. Reconvene in Open Meeting**
- V. Update on Enrollment**
- VI. Update on Bond Refinancing**
- VII. Property Tax Discussion and Vote to Place a Proposal for the Adoption of an Ad Valorem Tax Rate at a Future Meeting**
- VIII. Review Purchasing Requests**
- IX. Review of Central Campus Site Plan Proposal**
- X. General Discussion of Meeting Items**
- XI. Review Calendar**
- XII. 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, September 9, 2016, this notice was posted on a bulletin board located at a place convenient to the public in the central administrative office of the San Jacinto Community College District, 4624 Fairmont Parkway, Pasadena, Texas, the College’s website, and is readily accessible to the public upon request.

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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 at 6:30 p.m. on Tuesday, September 13, 2016, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

**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**
  - Introduction of Leadership Changes at Maritime Training and Technology Center Allatia Harris
- V. Student Success Presentations**
- 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 Statement
  - B. San Jacinto College Foundation Financial Statement
  - C. Capital Improvement Program

**ACTION ITEMS**

- IX. Consideration of Approval of Amendment to the 2015-2016 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants**
- X. Consideration of Policy 2-19: Policy on Electioneering – First Reading (Information Only)**

**PURCHASING REQUESTS**

- XI. Consideration of Purchasing Requests**

**CONSENT AGENDA**

- XII. 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 August 15, 2016 Board Workshop and Regular Board Meeting**

**B. Approval of the Budget Transfers**

**C. Approval of Personnel Recommendations**

**D. Approval of the Affiliation Agreements**

**E. Approval of the Next Regularly Scheduled Meeting**

**XIII. Items for Discussion/Possible Action**

(Items removed from the Consent Agenda, will be considered at this time)

**XIV. Adjournment**

**Closed Session Authority**

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Brenda Hellyer, Ed.D.

SAN JACINTO COMMUNITY COLLEGE DISTRICT  
Statement of Net Position  
July 31,

<u>Assets</u>	<u>2016</u>	<u>2015</u>
Current assets:		
Cash and cash equivalents	\$ 73,659,506	65,120,488
Investments	-	9,935,119
Accounts receivable - taxes	4,429,775	3,537,410
Accounts receivable	18,475,980	19,663,655
Deferred charges	1,693,372	1,447,226
Inventories	462,236	522,096
Total current assets	<u>98,720,869</u>	<u>100,225,994</u>
Noncurrent assets:		
Restricted cash and cash equivalents	214,407,475	46,162,259
Restricted investments	-	1,013,607
Capital assets, net	413,816,121	390,062,757
Total noncurrent assets	<u>628,223,596</u>	<u>437,238,623</u>
Total assets	<u>726,944,465</u>	<u>537,464,617</u>
Deferred outflows of resources:		
Deferred outflow related to pensions	<u>4,542,533</u>	<u>-</u>
<u>Liabilities</u>		
Current liabilities:		
Accounts payable	9,004,483	11,028,482
Accrued liabilities	6,502,009	5,660,936
Accrued compensable absences and deferred compensation	2,592,077	2,747,035
Deferred revenues	19,141,201	17,778,119
Total current liabilities	<u>37,239,770</u>	<u>37,214,572</u>
Noncurrent liabilities:		
Net pension liability	24,842,147	-
Bonds and notes payable	478,195,625	287,506,403
Total noncurrent liabilities	<u>503,037,772</u>	<u>287,506,403</u>
Total liabilities	<u>540,277,542</u>	<u>324,720,975</u>
Deferred inflows of resources -		
Deferred inflow related to pensions	<u>7,599,287</u>	<u>-</u>
<u>Net assets</u>		
Beginning of year	\$ 176,203,176	208,536,020
Current year addition	7,406,993	4,207,622
Total net position	<u>183,610,169</u>	<u>\$ 212,743,642</u>

San Jacinto Community College District  
Statement of Revenues, Expenditures and Changes In Net Position  
For the Eleven Months Ended July 31, 2016

Consolidated -All Funds  
(Not Including Capital Improvement Program)

	Adjusted Budget	Actual (91.67%)	% Actual to Adjusted Budget	7/31/15	% of 8/31/15 Actual
<b>REVENUES:</b>					
State Appropriations	\$ 46,094,872	\$ 41,232,714	89.45	\$ 42,130,944	90.73
Local Taxes - Maintenance & Operations	59,125,000	60,739,292	102.73	55,321,146	97.73
Local Taxes - Debt Service	22,879,299	22,406,561	97.93	25,926,577	99.28
Credit Tuition	41,169,879	41,171,294	100.00	39,524,549	101.04
Credit Fees	14,514,415	13,450,881	92.67	13,119,023	95.55
Credit Exemptions & Waivers	(2,843,954)	(3,911,404)	137.53	(3,419,370)	98.63
Bad Debt	(800,000)	(744,337)	93.04	(1,422,333)	88.90
Continuing Professional Development	6,445,000	6,407,573	99.42	5,595,315	93.54
Sales & Services	1,507,900	2,268,372	150.43	2,009,791	95.14
Investment Income	600,000	466,439	77.74	245,326	92.75
Auxiliary Services	3,590,000	3,270,294	91.09	3,256,158	86.66
Grants	69,022,198	47,869,279	69.35	49,784,363	100.56
Local Grants	2,387,966	1,895,409	79.37	2,240,376	105.91
Total	<u>263,692,575</u>	<u>236,522,367</u>	<u>89.70</u>	<u>234,311,865</u>	<u>97.36</u>
<b>EXPENDITURES:</b>					
Instruction	70,778,137	65,338,623	92.31	64,006,321	94.10
Public Service	5,707,007	5,837,464	102.29	5,026,727	86.18
Academic Support	29,669,962	14,463,308	48.75	13,340,755	91.39
Student Services	13,843,223	12,879,745	93.04	13,081,946	88.98
Institutional Support	67,776,591	50,308,140	74.23	52,668,048	90.27
Physical Plant	1,766,746	15,647,114	885.65	18,462,757	86.14
Scholarships and Fellowships	53,277,150	46,616,777	87.50	49,217,345	100.40
Auxiliary Enterprises	3,811,798	4,276,697	112.20	4,719,556	92.46
Depreciation	19,589,384	14,594,203	74.50	14,517,145	90.05
Capital Purchases	-	(846,697)	-	(4,936,357)	83.37
Total	<u>266,219,998</u>	<u>229,115,374</u>	<u>86.06</u>	<u>230,104,243</u>	<u>93.06</u>
<b>TRANSFERS AMONG FUNDS:</b>					
Transfers In	2,805,381	3,190,829	-	574,393	-
Transfers Out	(2,805,381)	(3,190,829)	-	(574,393)	-
Net Increase (Decrease) in Net Position	<u>\$ (2,527,423)</u>	<u>\$ 7,406,993</u>		<u>\$ 4,207,622</u>	



San Jacinto Community College District  
Statement of Revenues, Expenditures and Changes In Net Position  
For the Eleven Months Ended July 31, 2016

11 Unrestricted Funds

	<u>Adjusted Budget</u>	<u>Actual (91.67%)</u>	<u>% Actual to Adjusted Budget</u>	<u>7/31/15</u>	<u>% of 8/31/15 Actual</u>
<b>REVENUES:</b>					
State Appropriations	\$ 36,486,413	\$ 32,395,282	88.79	\$ 33,614,282	90.50
Local Taxes - Maintenance & Operations	59,125,000	60,739,292	102.73	55,321,146	97.73
Credit Tuition	39,342,879	39,391,304	100.12	37,793,689	101.14
Credit Fees	14,514,415	13,450,881	92.67	13,119,023	95.55
Credit Exemptions & Waivers	(2,843,954)	(3,911,404)	137.53	(3,419,370)	98.63
Bad Debt	(800,000)	(744,337)	93.04	(1,422,333)	88.90
Continuing Professional Development	6,445,000	6,407,573	99.42	5,595,315	93.54
Sales & Services	1,507,900	2,138,636	141.83	1,932,907	95.32
Investment Income	600,000	128,994	21.50	145,499	108.39
Total	<u>154,377,653</u>	<u>149,996,221</u>	<u>97.16</u>	<u>142,680,158</u>	<u>96.45</u>
<b>EXPENDITURES:</b>					
Instruction	62,938,051	60,902,870	96.77	59,483,378	93.72
Public Service	4,811,760	5,258,065	109.28	4,445,962	85.92
Academic Support	13,077,291	10,908,822	83.42	10,404,407	90.22
Student Services	11,806,160	11,588,895	98.16	11,829,603	88.89
Institutional Support	40,110,303	34,711,094	86.54	34,128,622	89.48
Physical Plant	1,766,746	15,647,114	885.65	18,462,757	86.14
Total	<u>134,510,311</u>	<u>139,016,860</u>	<u>103.35</u>	<u>138,754,729</u>	<u>90.66</u>
<b>TRANSFERS AMONG FUNDS:</b>					
Transfers In	-	505,960	-	5,427	-
Transfers Out	<u>(2,805,381)</u>	<u>(3,041,000)</u>	<u>-</u>	<u>(571,195)</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ 17,061,961</u>	<u>\$ 8,444,321</u>		<u>\$ 3,359,661</u>	

San Jacinto Community College District  
Statement of Revenues, Expenditures and Changes In Net Position  
For the Eleven Months Ended July 31, 2016

Federal Restricted Funds

	Adjusted Budget	Actual (91.67%)	% Actual to Adjusted Budget	7/31/15	% of 8/31/15 Actual
REVENUES:					
Grants	\$ 65,076,281	\$ 45,254,407	69.54	\$ 46,632,059	98.37
Total	<u>65,076,281</u>	<u>45,254,407</u>	<u>69.54</u>	<u>46,632,059</u>	<u>98.37</u>
EXPENDITURES:					
Instruction	677,207	510,354	75.36	480,590	95.02
Public Service	255,218	173,082	67.82	166,803	86.42
Academic Support	14,772,664	2,286,292	15.48	1,353,733	89.56
Student Services	423,635	236,190	55.75	169,337	100.11
Institutional Support	1,879,117	1,042,572	55.48	884,756	88.92
Scholarships and Fellowships	47,068,440	41,005,917	87.12	43,576,840	98.97
Total	<u>65,076,281</u>	<u>45,254,407</u>	<u>69.54</u>	<u>46,632,059</u>	<u>98.37</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ -</u>		<u>\$ -</u>	

San Jacinto Community College District  
Statement of Revenues, Expenditures and Changes In Net Position  
For the Eleven Months Ended July 31, 2016

State Restricted Funds

	Adjusted Budget	Actual (91.67%)	% Actual to Adjusted Budget	7/31/15	% of 8/31/15 Actual
REVENUES:					
State Paid Benefits	\$ 9,608,459	\$ 8,837,432	91.98	\$ 8,516,662	91.65
Grants	3,945,917	2,614,872	66.27	3,152,304	150.15
Total	<u>13,554,376</u>	<u>11,452,304</u>	<u>84.49</u>	<u>11,668,966</u>	<u>102.44</u>
EXPENDITURES:					
Instruction	7,107,263	3,829,956	53.89	4,007,368	100.00
Public Service	415,547	257,718	62.02	265,729	88.08
Academic Support	1,407,388	1,082,577	76.92	990,676	113.88
Student Services	1,532,236	1,002,446	65.42	1,016,054	87.95
Institutional Support	266,703	3,122,477	1170.77	2,982,503	97.14
Scholarships and Fellowships	2,825,239	2,157,130	76.35	2,406,636	121.10
Total	<u>13,554,376</u>	<u>11,452,304</u>	<u>84.49</u>	<u>11,668,966</u>	<u>102.44</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ -</u>		<u>\$ -</u>	

San Jacinto Community College District  
Statement of Revenues, Expenditures and Changes In Net Position  
For the Eleven Months Ended July 31, 2016

Local Restricted Funds

	Adjusted Budget	Actual (91.67%)	% Actual to Adjusted Budget	7/31/15	% of 8/31/15 Actual
REVENUES:					
Local Grants	\$ 2,387,966	\$ 1,895,409	79.37	\$ 2,240,376	105.91
Total	<u>2,387,966</u>	<u>1,895,409</u>	<u>79.37</u>	<u>2,240,376</u>	<u>105.91</u>
EXPENDITURES:					
Instruction	55,616	78,059	140.35	19,117	77.04
Public Service	224,482	148,599	66.20	148,233	90.57
Academic Support	412,619	185,617	44.99	591,939	86.51
Student Services	81,192	52,214	64.31	66,952	96.06
Institutional Support	57,917	62,926	108.65	82,504	91.15
Scholarships and Fellowships	1,556,471	1,532,527	98.46	1,471,679	119.12
Total	<u>2,388,297</u>	<u>2,059,942</u>	<u>86.25</u>	<u>2,380,424</u>	<u>104.94</u>
TRANSFERS AMONG FUNDS:					
Transfers In	331	271,982	-	141,211	-
Transfers Out	-	(149,829)	-	(3,198)	-
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ (42,380)</u>		<u>\$ (2,035)</u>	

San Jacinto Community College District  
Statement of Revenues, Expenditures and Changes In Net Position  
For the Eleven Months Ended July 31, 2016

27 Texas Public Education Grant

	<u>Adjusted Budget</u>	<u>Actual (91.67%)</u>	<u>% Actual to Adjusted Budget</u>	<u>7/31/15</u>	<u>% of 8/31/15 Actual</u>
REVENUES:					
Credit Tuition	\$ 1,827,000	\$ 1,779,990	97.43	\$ 1,730,860	99.03
Total	<u>1,827,000</u>	<u>1,779,990</u>	<u>97.43</u>	<u>1,730,860</u>	<u>99.03</u>
EXPENDITURES:					
Scholarships and Fellowships	<u>1,827,000</u>	<u>1,921,203</u>	<u>105.16</u>	<u>1,762,190</u>	<u>99.59</u>
Total	<u>1,827,000</u>	<u>1,921,203</u>	<u>105.16</u>	<u>1,762,190</u>	<u>99.59</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ (141,213)</u>		<u>\$ (31,330)</u>	

San Jacinto Community College District  
Statement of Revenues, Expenditures and Changes In Net Position  
For the Eleven Months Ended July 31, 2016

28 Private Gifts and Donations

	<u>Adjusted Budget</u>	<u>Actual (91.67%)</u>	<u>% Actual to Adjusted Budget</u>	<u>7/31/15</u>	<u>% of 8/31/15 Actual</u>
REVENUES:					
Sales & Service	<u>\$ -</u>	<u>\$ 129,736</u>	<u>-</u>	<u>\$ 76,884</u>	<u>90.97</u>
Total	<u>-</u>	<u>129,736</u>	<u>-</u>	<u>76,884</u>	<u>90.97</u>
EXPENDITURES:					
Instruction	<u>-</u>	<u>17,384</u>	<u>-</u>	<u>15,868</u>	<u>94.01</u>
Total	<u>-</u>	<u>17,384</u>	<u>-</u>	<u>15,868</u>	<u>94.01</u>
Net Increase (Decrease) in Net Position	<u><u>\$ -</u></u>	<u><u>\$ 112,352</u></u>		<u><u>\$ 61,016</u></u>	

San Jacinto Community College District  
Statement of Revenues, Expenditures and Changes In Net Position  
For the Eleven Months Ended July 31, 2016

Auxiliary Enterprises

	<u>Adjusted Budget</u>	<u>Actual (91.67%)</u>	<u>% Actual to Adjusted Budget</u>	<u>7/31/15</u>	<u>% of 8/31/15 Actual</u>
REVENUES:					
Sales & Services	\$ -	\$ 111,968	-	\$ 96,418	21.44
Auxiliary Services	<u>3,590,000</u>	<u>3,158,326</u>	<u>87.98</u>	<u>3,159,740</u>	<u>95.53</u>
Total	<u>3,590,000</u>	<u>3,270,294</u>	<u>91.09</u>	<u>3,256,158</u>	<u>86.66</u>
EXPENDITURES:					
Non-Instructional Labor	927,437	830,086	89.50	1,130,057	86.21
Benefits	210,000	403,001	191.91	461,939	88.13
Supplies	849,811	608,448	71.60	651,441	87.96
Travel	230,521	505,619	219.34	512,945	91.80
Contracted Services	348,683	320,196	91.83	353,681	94.57
Capital Outlay	3,163	8,848	279.73	-	-
Scholarships and Fellowships	1,183,663	1,581,905	133.64	1,599,799	101.03
Utilities	<u>58,520</u>	<u>18,594</u>	<u>31.77</u>	<u>9,694</u>	<u>75.59</u>
Total	<u>3,811,798</u>	<u>4,276,697</u>	<u>112.20</u>	<u>4,719,556</u>	<u>92.46</u>
TRANSFERS AMONG FUNDS:					
Transfers In	221,798	1,006,403	-	2,113	-
Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ -</u>		<u>\$ (1,461,285)</u>	

San Jacinto Community College District  
Statement of Revenues, Expenditures and Changes In Net Position  
For the Eleven Months Ended July 31, 2016

95 Retirement of Indebtedness

	Adjusted Budget	Actual (91.67%)	% Actual to Adjusted Budget	7/31/15	% of 8/31/15 Actual	Prior Year Actual 8/31/15
<b>REVENUES</b>						
Investment Income	\$ -	\$ 337,445	-	\$ 99,827	76.63	\$ 130,273
Local Taxes - Debt Service	<u>22,879,299</u>	<u>22,406,561</u>	<u>97.93</u>	<u>25,926,577</u>	<u>99.28</u>	<u>26,115,343</u>
Total	<u>22,879,299</u>	<u>22,744,006</u>	<u>-</u>	<u>26,026,404</u>	<u>99.16</u>	<u>26,245,616</u>
<b>EXPENDITURES</b>						
Institutional Support	<u>25,462,551</u>	<u>11,369,071</u>	<u>44.65</u>	<u>14,589,663</u>	<u>90.89</u>	<u>16,052,460</u>
Total	<u>25,462,551</u>	<u>11,369,071</u>	<u>44.65</u>	<u>14,589,663</u>	<u>90.89</u>	<u>16,052,460</u>
<b>TRANSFERS AMONG FUNDS:</b>						
Transfers In	2,583,252	1,406,484	54.45	425,642	100.00	425,642
Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ 12,781,419</u>		<u>\$ 11,862,383</u>		<u>\$ 10,618,798</u>



San Jacinto Community College District  
Statement of Revenues, Expenditures and Changes In Net Position  
For the Eleven Months Ended July 31, 2016

97 Investment in Plant

	<u>Adjusted Budget</u>	<u>Actual (91.67%)</u>	<u>% Actual to Adjusted Budget</u>	<u>7/31/15</u>	<u>% of 8/31/15 Actual</u>
EXPENDITURES					
Depreciation	\$ 19,589,384	\$ 14,594,203	74.50	\$ 14,517,145	90.05
Capital Purchases	-	(846,697)	-	(4,936,357)	83.37
Total	<u>19,589,384</u>	<u>13,747,506</u>	-	<u>9,580,788</u>	<u>96.20</u>
Net Increase (Decrease) in Net Position	<u>\$ (19,589,384)</u>	<u>\$ (13,747,506)</u>		<u>\$ (9,580,788)</u>	

# Capital Improvement Program

San Jacinto Community College District  
Statement of Revenues, Expenditures and Changes In Net Position  
For the Eleven Months Ended July 31, 2016

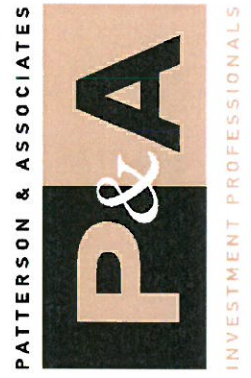
91 Capital Projects

	Adjusted Budget	Actual (91.67%)	7/31/15
REVENUES:			
Investment Income	\$ -	\$ -	(1,109)
Total	-	-	(1,109)
EXPENDITURES:			
Bond Programs	-	27,662,751	21,188,931
Total	-	27,662,751	21,188,931
Net Increase (Decrease) in Net Position	\$ -	\$ (27,662,751)	\$ (21,190,040)



**Monthly Investment Report**

**July 31, 2016**



# The Fireworks of July



The fireworks that started on the 4<sup>th</sup> of July continued and paled in comparison to various events throughout July and each one roiled the markets. Coming off the **Brexit vote** in late June global investors moved to US markets to dampen the uncertainty caused by that vote. The actual move of Britain from the EU will take years of negotiations to assure that some participation in the EU remains without making it too attractive to other dissatisfied EU members. The Post Traumatic Stress created from it will remain but was quickly over-run by other events.

The uncertainty did not extend to the **equity markets** as US indices ran for a four day historic high. Sound quarterly earnings contributed as did an unexpected employment report showing an addition of 287,000 jobs in June. That 8 month high jump from a very weak May number (147,000) put a positive view on potential action by the Fed at its July meeting.

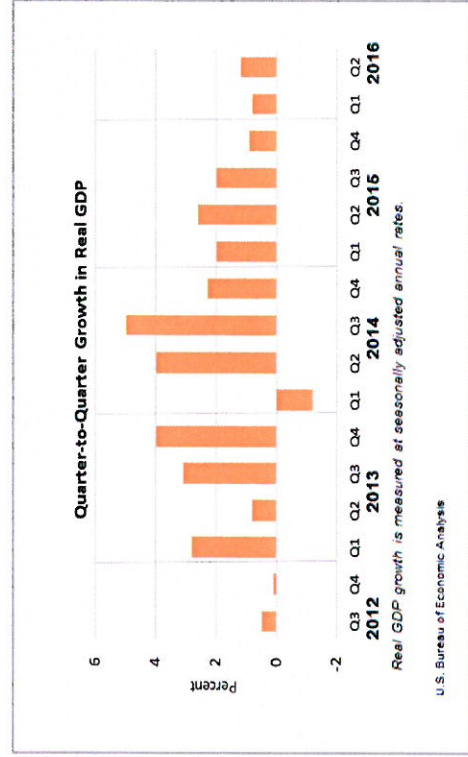
The Fed however remained **solidly accommodative** and left rates stable although their statement noted lessening risks to the economy. The Committee fell back on “soft” business investment and low inflation which is “expected to remain low in the near term.” Although there are economists calling for negative rates in the US, the FOMC appears to be waiting for an opportunity to hike rates.

Other **central banks** are not reluctant however and the Bank of England and Japan as well as the EU have promised intervention and are poised to either cut rates or add to existing quantitative easing.

Having both Democratic and Republican **conventions** in July also added to market volatility. As the campaigns shift into high gear, the rhetoric and mud-slinging will do nothing to calm fears across the globe.

The positives were over-matched by **terrorists** and violence during the month. Attacks in Nice, Istanbul, Dallas and across the globe continued to shatter confidence. With the arrival of the Olympics in August this fear will linger. Public funds going to fight terrorists reduces funds which could be directed at building infrastructure and increasing fiscal stimulus in any country leaving the central banks to make any positive progress.

The month ends with major changes on the horizon in **European banking** institutions and **money funds**, both of which add uncertainty to the investing public. Money market mutual funds will be changed forever in October. In an effort to increase transparency and liquidity, “*prime*” funds will no longer strive to maintain a \$1 NAV. These institutional funds will float in price like any other mutual fund. As changes are incorporated and stress tests and gateways that can be closed to redemptions are put in place, the *prime* funds have fallen to under \$1 trillion in assets for the first time in 20 years. Most of that money is running into standard money market funds which helps keep short-term rates low.





# Will the Fireworks Continue?

Another source of fireworks which is poised for the global central stage is the plight of **Italian banks**. Italy, Europe's 4th largest economy, is one of its weakest. Public debt stands at 135% of GDP. Amid a truly moribund economy the Italian banks are holding some \$400 billion in souring debt (a fifth of the nation's GDP and most of its consumer debt). They need assistance to stay afloat. Investors have fled and some banks are on the cusp of failing. A key bank – the world's oldest – Monte dei Paschi di Siena is now worth a 10th of its book value and is only one in such a position.

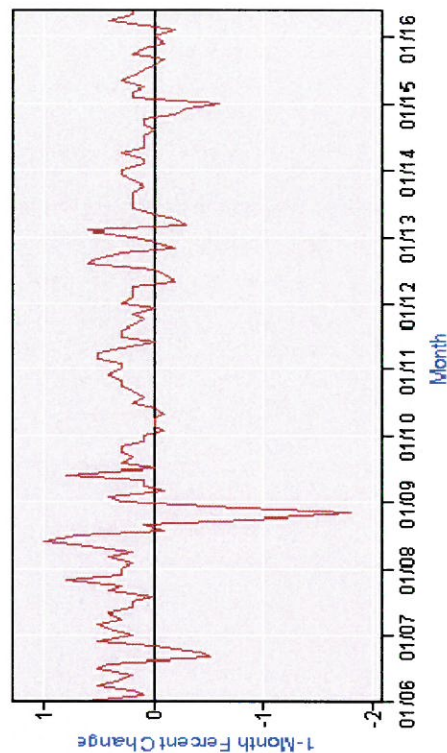
The greatest concern for the banks also echoes back to Brexit and the dispute over control from Brussels. The Italian banks need a huge infusion of cash but EU rules do not allow governments to bail out banks until investors take the losses first: called **bailing in** creditors. This basically sound and well founded idea has dire consequences however. The single € currency is widely blamed for the situation and may be another challenge to the EU in the near future. Spain and Greece are both held back economically because of the strength of the euro and if their banks weaken further the same question will arise. Even a temporary cash infusion may not calm the fears of both debtors and creditors under the current EU structure.

On the US domestic front the situation is also not clear. **Conflicting data** on growth oscillates month to month. Employment is strong but with down months the monthly average has fallen from 200,000 to 147,000 a month. The average Industrial production and capacity utilization have both been up slightly, which should show an increase in manufacturing and business investment, but inflation (PPI and CPI) has been soft with PPI core up only 0.9% YOY. Consumer confidence has been strong which could be partially the result of low oil prices and deflationary trends. Consumer spent more (+0.4%) but with incomes declining households are inclined to tap their savings. The savings rate has decreased to a year low at 5.3%.

GDP was shocking news this month, although growth has been lagging, there has been a general upward trend but GDP, which was expected to come in at 2.5% for the second quarter, was dismally lower at 1.2%.

Within GDP, a 4.2% surge in consumption focused in April added 2.8% to Q2 growth but other major categories subtracted 1.6%, with broad weakness. Weak US net exports subtracted from the GDP as well as lack of inventory investment. The strong dollar will continue to throw the balance of trade to imports as other countries rush to sell product at reduced prices. Finally, not only was 2Q dispiriting but 1Q was revised lower from 1.1% to 0.8%. Making a 2% or above in GDP in 2016 will be an uphill climb.

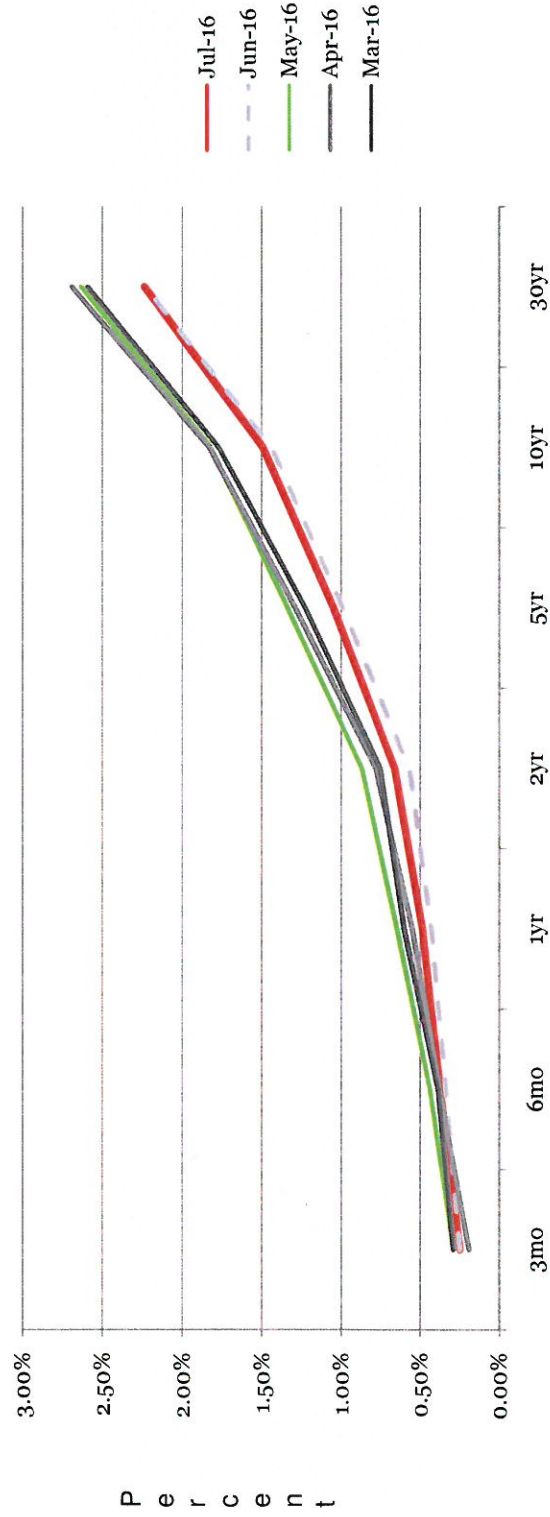
## INFLATION JUST CAN'T GET TRACTION (CPI)





# Rates are Pummeled

- The impact of Brexit was apparent across the curve –but as the market settles down, the rates are moving higher once again especially in the short end.
- International funds moved in to US money market funds taking the front end lower and the changes from \$1 money funds to NAV floating rates have also compounded confusion, which will move funds slowly back out the curve and into other markets.
- The long end is staying at Brexit levels but will probably now concentrate on Fed movements and indications as we wait for new employment numbers in July through September.

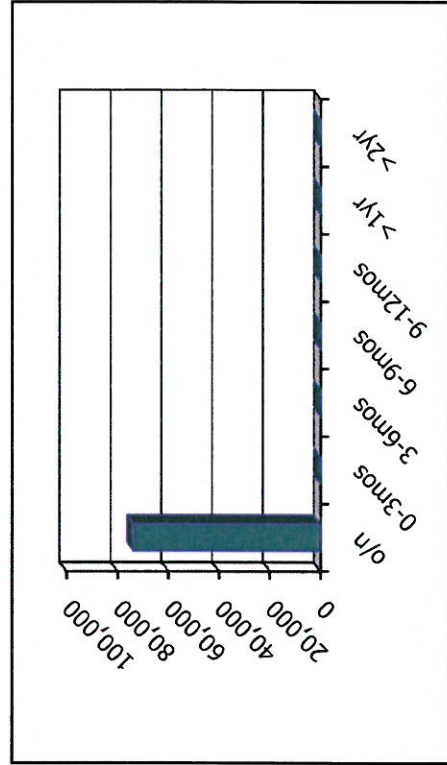
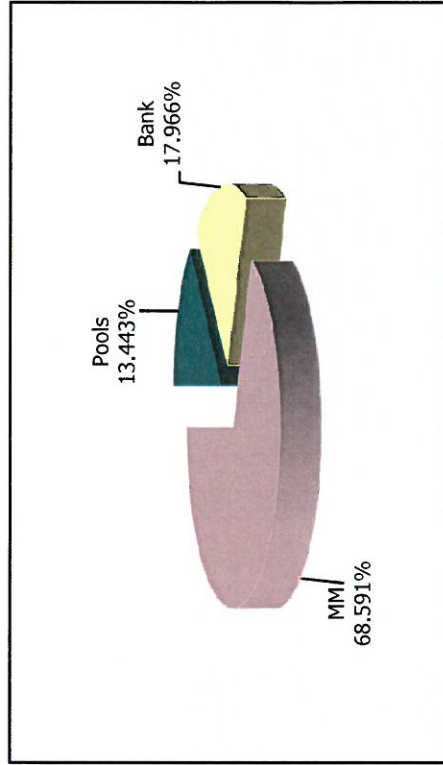




# General Portfolio

As of July 31, 2016

- P&A constantly reviews your portfolio for optimal asset allocation and a controlled average maturity because a diversified portfolio can better adjust to volatile market conditions.
- The very short-term rates have moved up in the last quarter offering some opportunities for diversification – especially for those with access to commercial paper. Past one year there are many more alternatives as rates creep up.
- Banks remain *uninterested* in new deposits and municipal debt has become less attractive as the supply of new muni bonds dries up. Few outperform the agencies at this point in time.
- It is still time to reduce cash balances and stretch out longer and into the two year area if possible.

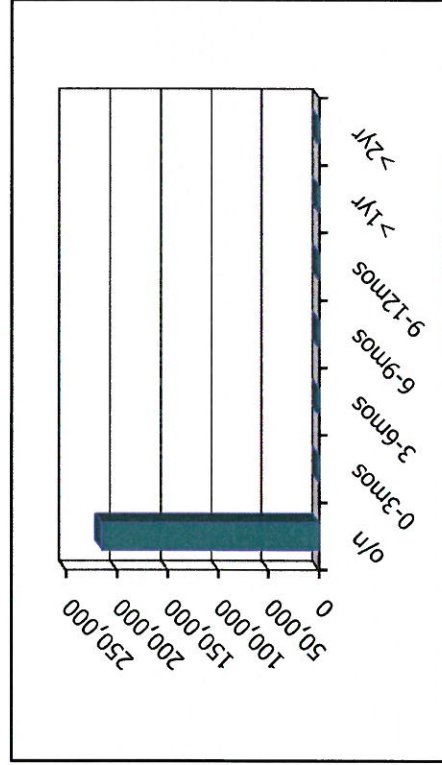
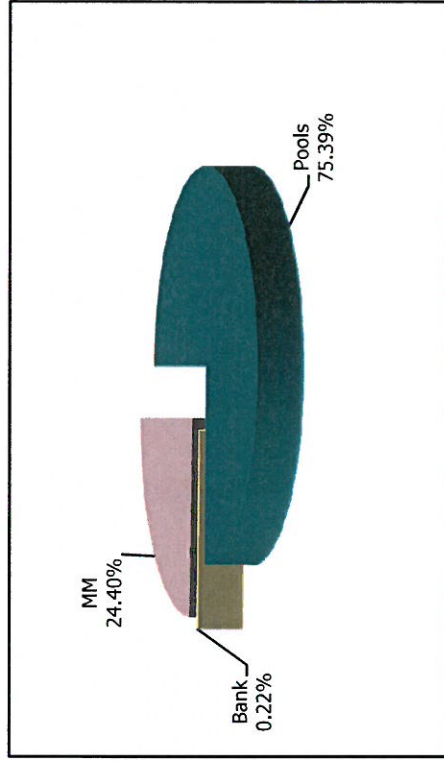


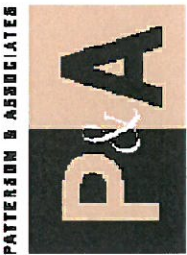


# Bond Portfolio

As of July 31, 2016

- P&A constantly reviews your portfolio for optimal asset allocation and a controlled average maturity because a diversified portfolio can better adjust to volatile market conditions.
- The very short-term rates have moved up in the last quarter offering some opportunities for diversification – especially for those with access to commercial paper. Past one year there are many more alternatives as rates creep up.
- Banks remain *uninterested* in new deposits and municipal debt has become less attractive as the supply of new muni bonds dries up. Few outperform the agencies at this point in time.
- It is still time to reduce cash balances and stretch out longer and into the two year area if possible.





INVESTMENT PROFESSIONALS

**San Jacinto Community College  
Portfolio Management  
Portfolio Summary  
July 31, 2016**

Patterson & Associates  
901 S. MoPac  
Suite 195  
Austin, TX 78746

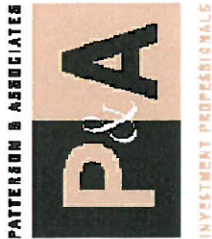
Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 365 Equiv.
Passbook/Checking Accounts	13,233,775.12	13,233,775.12	13,233,775.12	4.59	1	1	0.000
Investment Pools/Money Markets	274,833,205.63	274,833,205.63	274,833,205.63	95.41	1	1	0.352
<b>Investments</b>	<b>288,066,980.75</b>	<b>288,066,980.75</b>	<b>288,066,980.75</b>	<b>100.00%</b>	<b>1</b>	<b>1</b>	<b>0.336</b>

**Total Earnings**      **July 31 Month Ending**      **Fiscal Year To Date**  
 Current Year      82,093.44      473,917.03

The following reports are submitted in accordance with the Public Funds Investment Act (Texas Gov't Code 2256). The reports also offer supplemental information not required by the Act in order to fully inform the governing body of the San Jacinto Community College/Foundation of the position and activity within the College's and Foundation's portfolio of investments. The reports include a management summary overview, a detailed inventory report for the end of the period, a transaction report, as well as graphic representations of the portfolio to provide full disclosure to the governing body.

\_\_\_\_\_  
 Vice Chancellor of Fiscal Affairs

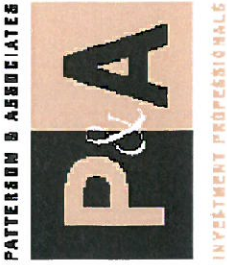
8/27/16



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 Austin, TX 78746

**San Jacinto Community College**  
**Summary by Type**  
**July 31, 2016**  
**Grouped by Fund**

Security Type	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
<b>Fund: Bond Funds</b>						
Investment Pools/Money Markets	10	214,407,474.62	214,407,474.62	74.43	0.364	1
<b>Subtotal</b>	<b>10</b>	<b>214,407,474.62</b>	<b>214,407,474.62</b>	<b>74.43</b>	<b>0.364</b>	<b>1</b>
<b>Fund: Consolidated Portfolio</b>						
Passbook/Checking Accounts	9	13,233,775.12	13,233,775.12	4.59	0.000	1
Investment Pools/Money Markets	6	60,425,731.01	60,425,731.01	20.98	0.308	1
<b>Subtotal</b>	<b>15</b>	<b>73,659,506.13</b>	<b>73,659,506.13</b>	<b>25.57</b>	<b>0.253</b>	<b>1</b>
<b>Total and Average</b>	<b>25</b>	<b>288,066,980.75</b>	<b>288,066,980.75</b>	<b>100.00</b>	<b>0.336</b>	<b>1</b>



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**San Jacinto Community College  
 Fund BOND - Bond Funds  
 Investments by Fund  
 July 31, 2016**

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
<b>Investment Pools/Money Markets</b>											
708340211	10064	JPM - Debt Service	12/05/2007	468,107.79	468,107.79	468,107.79	0.080	0.078	0.080		1
XXX794	10228	East West ICS 08 Bond Proceeds	09/09/2014	9,752,948.43	9,752,948.43	9,752,948.43	0.350	0.345	0.350		1
XXX844	10229	East West ICS Debt Service	09/09/2014	12,043,179.46	12,043,179.46	12,043,179.46	0.350	0.345	0.350		1
86-72000794	10231	East West MM 08 Bond Proceeds	09/09/2014	250,074.32	250,074.32	250,074.32	0.350	0.345	0.350		1
86-72004242	10233	East West MM 15 Bond Proceeds	08/06/2015	30,010,212.29	30,010,212.29	30,010,212.29	0.350	0.345	0.350		1
86-72000844	10232	East West MM Debt Service	09/09/2014	250,074.32	250,074.32	250,074.32	0.350	0.345	0.350		1
9999999999	10084	LSIP GOF - 2008 Bond Proceeds	10/03/2008	4,713,416.85	4,713,416.85	4,713,416.85	0.370	0.364	0.370		1
9999999917	10234	LSIP GOF - 2015 Bond Proceeds	08/06/2015	3,942,610.65	3,942,610.65	3,942,610.65	0.370	0.364	0.370		1
9999999918	10235	LSIP GOF - 2016 Bond Proceeds	04/20/2016	150,147,683.74	150,147,683.74	150,147,683.74	0.370	0.364	0.370		1
9999999916	10106	LSIP GOF - Debt Service	07/30/2009	2,829,166.77	2,829,166.77	2,829,166.77	0.370	0.364	0.370		1
<b>Subtotal and Average</b>				<b>214,407,474.62</b>	<b>214,407,474.62</b>	<b>214,407,474.62</b>		<b>0.359</b>	<b>0.364</b>		<b>1</b>
<b>Total Investments and Average</b>				<b>214,407,474.62</b>	<b>214,407,474.62</b>	<b>214,407,474.62</b>		<b>0.359</b>	<b>0.364</b>		<b>1</b>

**Fund GEN - Consolidated Portfolio**  
**Investments by Fund**  
**July 31, 2016**

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
<b>Passbook/Checking Accounts</b>											
1390012195A	10164	Bank of America - Operating	09/01/2015	7,811.74	7,811.74	7,811.74					1
9999999914	10089	Credit Cards - In Transit	09/01/2015	236,308.79	236,308.79	236,308.79					1
708340062	10086	Disbursements	09/01/2015	-353,107.38	-353,107.38	-353,107.38					1
707759296	10069	JPM - Federal Programs	09/01/2015	0.00	0.00	0.00					1
707759338	10062	JPM - Operating	09/01/2015	13,383,948.87	13,383,948.87	13,383,948.87					1
707759346	10085	Payroll Fund	09/01/2015	-50,648.16	-50,648.16	-50,648.16					1
9999999913	10088	Petty Cash	09/01/2015	18,778.00	18,778.00	18,778.00					1
707759353	10181	Student Deferred Income	09/01/2015	0.00	0.00	0.00					1
707759361	10103	JPM - Workmen's Comp	09/01/2015	-9,316.74	-9,316.74	-9,316.74					1
<b>Subtotal and Average</b>				<b>13,233,775.12</b>	<b>13,233,775.12</b>	<b>13,233,775.12</b>		<b>0.000</b>	<b>0.000</b>		<b>1</b>
<b>Investment Pools/Money Markets</b>											
XXX810	10227	East West ICS	09/09/2014	40,032,958.74	40,032,958.74	40,032,958.74	0.350	0.345	0.350		1
86-7200810	10230	East West MM	09/09/2014	250,074.32	250,074.32	250,074.32	0.350	0.345	0.350		1
999999993	10034	LSIP GOF - Operating	09/01/2007	7,602.63	7,602.63	7,602.63	0.370	0.364	0.370		1
707759320	10035	JPM - Money Market	09/01/2007	10,001,114.73	10,001,114.73	10,001,114.73	0.080	0.078	0.080		1
999999996	10038	TCB - Money Market	09/26/2007	239,587.09	239,587.09	239,587.09	0.350	0.345	0.350		1
999999991	10032	TexPool	09/01/2007	9,894,393.50	9,894,393.50	9,894,393.50	0.369	0.363	0.369		1
<b>Subtotal and Average</b>				<b>60,425,731.01</b>	<b>60,425,731.01</b>	<b>60,425,731.01</b>		<b>0.304</b>	<b>0.308</b>		<b>1</b>
<b>Total Investments and Average</b>				<b>73,659,506.13</b>	<b>73,659,506.13</b>	<b>73,659,506.13</b>		<b>0.250</b>	<b>0.253</b>		<b>1</b>





Patterson & Associates  
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**San Jacinto Community College**  
**Interest Earnings**  
 Sorted by Fund - Fund  
 July 1, 2016 - July 31, 2016  
 Yield on Beginning Book Value

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Ending Book Value	Maturity Date	Current Annualized Rate	Annualized Yield	Adjusted Interest Earnings		
										Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
<b>Fund: Bond Funds</b>												
708340211	10064	BOND	RRP	468,107.79	330,646.78	468,107.79		0.080	0.098	27.63	0.00	27.63
999999999	10084	BOND	RRP	4,713,416.85	4,713,514.81	4,713,416.85		0.370	0.367	1,467.49	0.00	1,467.49
999999916	10106	BOND	RRP	2,829,166.77	2,826,720.48	2,829,166.77		0.370	0.367	880.84	0.00	880.84
XXX794	10228	BOND	RRP	9,752,948.43	9,752,948.40	9,752,948.43		0.350	0.350	2,898.43	0.00	2,898.43
XXX844	10229	BOND	RRP	12,043,179.46	12,036,652.02	12,043,179.46		0.350	0.350	3,578.81	0.00	3,578.81
86-72000794	10231	BOND	RRP	250,074.32	250,071.91	250,074.32		0.350	0.350	74.32	0.00	74.32
86-72000844	10232	BOND	RRP	250,074.32	250,071.92	250,074.32		0.350	0.350	74.32	0.00	74.32
86-72004242	10233	BOND	RRP	30,010,212.29	35,010,068.45	30,010,212.29		0.350	0.343	10,212.29	0.00	10,212.29
9999999917	10234	BOND	RRP	3,942,610.65	1,472,555.79	3,942,610.65		0.370	0.387	483.65	0.00	483.65
9999999918	10235	BOND	RRP	150,147,683.74	150,100,936.25	150,147,683.74		0.370	0.367	46,747.49	0.00	46,747.49
			<b>Subtotal</b>	<b>214,407,474.62</b>	<b>216,744,043.21</b>	<b>214,407,474.62</b>			<b>0.361</b>	<b>66,445.27</b>	<b>0.00</b>	<b>66,445.27</b>
<b>Fund: Consolidated Portfolio</b>												
999999991	10032	GEN	RRP	9,894,393.50	6,245,879.85	9,894,393.50		0.369	0.470	2,493.66	0.00	2,493.66
999999996	10038	GEN	RRP	239,587.09	239,520.48	239,587.09		0.350	0.327	66.61	0.00	66.61
707759320	10035	GEN	RRP	10,001,114.73	20,001,642.51	10,001,114.73		0.080	0.066	1,114.73	0.00	1,114.73
999999993	10034	GEN	RRP	7,602.63	6,430.11	7,602.63		0.370	0.434	2.37	0.00	2.37
XXX810	10227	GEN	RRP	40,032,958.74	40,010,896.89	40,032,958.74		0.350	0.350	11,896.48	0.00	11,896.48
86-7200810	10230	GEN	RRP	250,074.32	250,071.92	250,074.32		0.350	0.350	74.32	0.00	74.32
			<b>Subtotal</b>	<b>60,425,731.01</b>	<b>66,754,441.76</b>	<b>60,425,731.01</b>			<b>0.276</b>	<b>15,648.17</b>	<b>0.00</b>	<b>15,648.17</b>
			<b>Total</b>	<b>274,833,205.63</b>	<b>283,498,484.97</b>	<b>274,833,205.63</b>			<b>0.341</b>	<b>82,093.44</b>	<b>0.00</b>	<b>82,093.44</b>


San Jacinto College Foundation  
Statement of Financial Position  
As of July 31, 2016

ASSETS	
Current Assets	
Checking/Savings	
General Fund	1,165,879
Other Funds	-
Total Checking/Savings	<u>1,165,879</u>
Accounts Receivable	
Pledges Receivable	254,100
Special Events Receivables	31,595
Total Accounts Receivable	<u>285,695</u>
Other Current Assets	
Short Term Investments	
Goldman Sachs	9,368,035
Capital Bank CD	201,834
Prosperity Bank	201,352
Total SJC Short Term Investments	<u>9,771,221</u>
Total Current Assets	<u>11,222,795</u>
<b>TOTAL ASSETS</b>	<b><u><u>11,222,795</u></u></b>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Event Payable	635
Grants Payable	147,924
Programs Payable	33,164
Endowments Payable	77,831
Scholarship Payables	126,311
Student Success Payables	14,062
Total Accounts Payable	<u>399,928</u>
Total Current Liabilities	<u>399,928</u>
Total Liabilities	399,928
Equity	
Net Assets	10,667,640
Net Income	155,228
Total Equity	<u>10,822,868</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u><u>11,222,795</u></u></b>

San Jacinto College Foundation  
Statement of Activities  
For the Period Ending July 31, 2016

	2016	2015	Change
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>Contributions</b>			
Grant Contributions	0	0	0
Permanently Restricted	100,965	340	100,625
Program Sponsorship	50,000	0	50,000
Unrestricted Foundation	0	0	0
Temporarily Restricted	10,510	49,560	(39,050)
<b>Total Contributions</b>	<u>161,475</u>	<u>49,900</u>	<u>111,575</u>
<b>Other Income</b>			
Special Events	380	25,100	(24,720)
Investment Incomes	3,894	10,583	(6,689)
Realized Gain / (Loss)	1,211,430	0	1,211,430
Unrealized Gain / (Loss)	(1,200,167)	92,008	(1,292,175)
<b>Total Other Income</b>	<u>15,538</u>	<u>127,691</u>	<u>(112,154)</u>
<b>Total Income</b>	177,013	177,591	(579)
<b>Expense</b>			
<b>Programs</b>			
Scholarships Awarded	20,181	65,250	(45,069)
Grants Awarded	0	0	0
Programs Sponsored	0	0	0
Student Success Initiatives	0	0	0
<b>Total Programs</b>	<u>20,181</u>	<u>65,250</u>	<u>(45,069)</u>
<b>Supporting Services</b>			
Management and General	1,604	1,124	480
Fundraising	0	596	(596)
Sponsorship Expense	0	1,070	(1,070)
<b>Total Supporting Services</b>	<u>1,604</u>	<u>2,791</u>	<u>(1,187)</u>
<b>Total Expense</b>	<u>21,785</u>	<u>68,041</u>	<u>(46,256)</u>
<b>Net Ordinary Income</b>	155,228	109,551	45,677
Other Income / Expenses			
<b>Net Other Income</b>	<u>155,228</u>	<u>109,551</u>	<u>45,677</u>




**SAN JACINTO**  
**COLLEGE**  
 FOUNDATION  
 July 1, 2016 - July 31, 2016

Contributions

**Donors**

**Amount Fund**

		Barnes and Nobles College Bookstore, Coca Cola Company,
Corporations	60,000	Wal-Mart
Foundations	100,000	Sure Foundation
Individuals	100	Jennifer Puryear Endowment
<b>Total Donation</b>	<b><u>160,100</u></b>	

**Employee Contributions**

		Catherine O'brien Emergency Fund, Gala, Golf, John Locke
Various	2,255	Memorial, Promise for their Future
<b>Total Employee Contributions</b>	<b><u>2,255</u></b>	
<b>Total Contributions</b>	<b><u>162,355</u></b>	

## Construction Projects

As of July 31, 2016

Project	Base Budget	Budget Adjustments	Current Budget	Executed Change Orders	Encumbered Funds	FY13-15 Expenditures	FY16 Expenditures	Total Expenditures	Moved to Construction in Process	Remaining Balance	Percent of Budget Encumbered/ Expensed
<b>Capital Projects</b>											
F15088 - NC Baseball BP Facility (cash donations)	39,600	192,579	232,179	-	654	420	227,684	228,104	228,104	3,421	98.53%
<b>Sub-total</b>	<b>39,600</b>	<b>192,579</b>	<b>232,179</b>	<b>-</b>	<b>654</b>	<b>420</b>	<b>227,684</b>	<b>228,104</b>	<b>228,104</b>	<b>3,421</b>	<b>98.53%</b>
<b>Repair and Renovation</b>											
F16068 - CC Exterior Awning and Sidewalks C6	16,026	-	16,026	-	16,026	-	-	-	-	-	100.00%
F16079 - CC C42 Dorm HVAC	8,024	-	8,024	-	7,870	-	-	-	-	154	98.08%
F16086 - CC Tier 1 Upgrade	4,326	-	4,326	-	4,326	-	-	-	-	-	100.00%
F16093 - CC Office Reconfiguration C11.2031	3,878	-	3,878	-	3,878	-	-	-	-	-	100.00%
F16095 - CC Dorm Renovation C-42	5,000	-	5,000	-	5,000	-	-	-	-	-	100.00%
F16101 - CC Concrete Replacement C18	2,500	-	2,500	-	2,500	-	-	-	-	-	100.00%
F16053 - NC N8.250A Wall Removal	4,308	-	4,308	-	4,308	-	-	-	-	-	100.00%
F16060 - NC N10.230 New Offices	24,144	-	24,144	-	24,144	-	-	-	-	-	100.00%
F16084 - NC N6.133 Office Reconfiguration	2,989	-	2,989	-	2,273	-	716	716	-	-	100.00%
F16090 - NC Tier 1 Upgrade N10.211	1,515	-	1,515	-	1,515	-	-	-	-	-	100.00%
F16102 - NC N8.130 Replace Door	1,663	-	1,663	-	1,663	-	-	-	-	-	100.00%
F16048 - SC Occup Therapy Prog S1.231	4,176	-	4,176	-	1,676	-	-	-	-	2,500	40.13%
F16049 - SC Occup Therapy Prog S1.212	3,130	-	3,130	-	630	-	-	-	-	2,500	20.13%
F16058 - SC Copy Room Renovation S10.215	4,663	-	4,663	-	4,663	-	-	-	-	-	100.00%
F16077 - SC S6.121 Student Development	3,697	-	3,697	-	3,697	-	-	-	-	-	100.00%
F16092 - SC South Asphalt Repairs	47,729	-	47,729	-	47,729	-	-	-	-	-	100.00%
F16094 - SC Outlet for Copier S8.2017	1,325	-	1,325	-	1,325	-	-	-	-	-	100.00%
F16101 - SC Concrete Replacement S15	8,063	-	8,063	-	8,063	-	-	-	-	-	100.00%
F16081 - Dist A1.114 Renovation for OGM	195,710	-	195,710	-	195,061	-	350	350	-	299	99.85%
F16101 - Dist Concrete Replacement A1	8,150	-	8,150	-	8,150	-	-	-	-	-	100.00%
F16004- 6 Dist - Other Projects	20,000	4,054	24,054	-	6,130	-	17,924	17,924	-	-	100.00%
<b>Sub-total</b>	<b>371,016</b>	<b>4,054</b>	<b>375,070</b>	<b>-</b>	<b>350,627</b>	<b>-</b>	<b>18,990</b>	<b>18,990</b>	<b>-</b>	<b>5,453</b>	<b>98.55%</b>
<b>Projects Substantially Complete</b>											
F16001 - CC - Other Projects	5,000	279	5,279	-	452	-	4,827	4,827	-	-	100.00%
F16002 - NC - Other Projects	5,000	2,237	7,237	-	557	-	6,680	6,680	-	-	100.00%
F16100 - NC Fence for Wildlife Area	14,000	-	14,000	-	14,000	-	-	-	-	-	100.00%
F16025 - SC Renovate S8.2002	23,828	-	23,828	-	1,755	-	22,073	22,073	-	-	100.00%
F16080 - SC Chill Water Line Abatement S8	8,860	-	8,860	-	8,860	-	-	-	-	-	100.00%
F15098 - Dist Admin West Bldg Parking Lot P2	6,000	106,025	112,025	-	13,866	3,000	95,159	98,159	-	-	100.00%
F16030 - Dist Marketing A1.210	109,444	1,705	111,149	-	1,705	-	108,171	108,171	-	1,273	98.86%
F16040 - Dist Campus Roof Survey	13,095	-	13,095	-	13,095	-	-	-	-	-	100.00%
F16059 - Dist SBDC RR Remodel	1,650	-	1,650	-	150	-	1,500	1,500	-	-	100.00%
F16075 - Dist Board Room Tables and Chairs	16,000	-	16,000	-	15,006	-	-	-	-	994	93.79%
F16076 - Dist Purchasing Suite Sound Mask	3,154	-	3,154	-	3,154	-	-	-	-	-	100.00%
F16078 - Dist A1.200c Furniture	1,816	-	1,816	-	1,816	-	-	-	-	-	100.00%
<b>Sub-total</b>	<b>207,847</b>	<b>110,246</b>	<b>318,093</b>	<b>-</b>	<b>74,416</b>	<b>3,000</b>	<b>238,410</b>	<b>241,410</b>	<b>-</b>	<b>2,267</b>	<b>99.29%</b>

Projects Closed													
F21101 - CC Misc	3,122	(2,897)	225	-	-	225	-	225	-	-	-	100.00%	
F15003 - CC Misc	10,000	(4,678)	5,322	-	-	2,947	-	2,375	-	5,322	-	100.00%	
F16055 - CC C31 Electrical Outlets	5,955	-	5,955	-	-	-	-	5,955	-	5,955	-	100.00%	
F16056 - CC Evergreen VI Central Campus	97,936	4,273	102,209	-	-	-	-	102,209	-	102,209	-	100.00%	
F15072 - CC Frels Dividing Wall 355-361	9,700	31,493	41,193	-	-	34,748	-	6,445	-	41,193	-	100.00%	
F15073 - CC Hallway Lamp Replacement	9,762	20,062	29,824	-	-	29,824	-	-	-	29,824	-	100.00%	
F15083 - CC Bldg 30 Electrical Upgrades	34,847	-	34,847	-	-	-	-	34,847	-	34,847	-	100.00%	
F16013 - CC Ballroom Fans C14.264	43,013	(23,426)	19,587	-	-	-	-	19,587	-	19,587	-	100.00%	
F16016 - CC Business Center C14.204	35,427	1,608	37,035	-	-	-	-	37,035	-	37,035	-	100.00%	
F16022 - CC Student Center Shades	7,569	(3,628)	3,941	-	-	-	-	3,941	-	3,941	-	100.00%	
F16024 - CC Dormitory Fire Alarm Devices	4,911	-	4,911	-	-	-	-	4,911	-	4,911	-	100.00%	
F16034 - CC Central Ballroom Storage	3,481	-	3,481	-	-	-	-	3,481	-	3,481	-	100.00%	
F16037 - CC C3.150/152 Renovation	350	-	350	-	-	-	-	350	-	350	-	100.00%	
F16039 - NC Baseball Field Bldg Roof	2,725	40,184	42,909	-	-	-	-	42,909	-	42,909	-	100.00%	
F16050 - CC IT Relocation C1.116-117	12,596	-	12,596	-	-	-	-	12,596	-	12,596	-	100.00%	
F15058 - NC N8.122/126 Wall Removal	9,593	(9,293)	300	-	-	-	-	300	-	300	-	100.00%	
F15076 - NC Admin Suite N-7.228	55,839	(1,431)	54,408	-	-	28,937	-	25,471	-	54,408	-	100.00%	
F15079 - NC Utilities Tunnel Condition	25,270	-	25,270	-	-	6,680	-	18,590	-	25,270	-	100.00%	
F15097 - NC Energy Savings Project	43,226	(841)	42,385	-	-	42,289	-	96	-	42,385	-	100.00%	
F16007 - NC N-1 Lamp Replacement	56,040	-	56,040	-	-	-	-	56,040	-	56,040	-	100.00%	
F16014 - NC N10.161 & 137 Reno	16,166	-	16,166	-	-	-	-	16,166	-	16,166	-	100.00%	
F16057 - NC Life Cycle Furniture VI	48,607	-	48,607	-	-	-	-	48,607	-	48,607	-	100.00%	
F16072 - NC Door Jamb Column Refinish	10,400	-	10,400	-	-	-	-	10,400	-	10,400	-	100.00%	
F15068 - SC Multi Purpose Gallery	7,910	73,921	81,831	-	-	3,955	-	77,876	-	81,831	-	100.00%	
F16003 - SC - Other Projects	5,000	1,446	6,446	-	-	-	-	6,446	-	6,446	-	100.00%	
F16018 - SC S Press Box	4,500	(1,515)	2,985	-	-	-	-	2,985	-	2,985	-	100.00%	
F16026 - SC Renovate S8.1097	19,265	-	19,265	-	-	-	-	19,265	-	19,265	-	100.00%	
F16027 - SC Renovate S7.222	6,820	-	6,820	-	-	-	-	6,820	-	6,820	-	100.00%	
F16028 - SC Renovate S8.2122	5,260	-	5,260	-	-	-	-	5,260	-	5,260	-	100.00%	
F16036 - SC Wastewater Study	6,000	(19)	5,981	-	-	-	-	5,981	-	5,981	-	100.00%	
F16043 - SC FFE S8.2006	3,747	-	3,747	-	-	-	-	3,747	-	3,747	-	100.00%	
F16044 - SC FFE S8.2008	3,563	-	3,563	-	-	-	-	3,563	-	3,563	-	100.00%	
F16045 - SC FFE S8.2010	11,618	-	11,618	-	-	-	-	11,618	-	11,618	-	100.00%	
F16046 - SC Tier 1 S8.2022	11,173	-	11,173	-	-	-	-	11,173	-	11,173	-	100.00%	
F16091 - SC Tier 1 S9.260	1,466	-	1,466	-	-	-	-	1,466	-	1,466	-	100.00%	
F13042 - Dist Admin Campus Master Plan	1,730,000	2,629,585	4,359,585	-	-	4,357,350	-	2,235	-	4,359,585	4,359,585	100.00%	
F15071 - Dist Generation Park Analysis Update	9,170	7,870	17,040	-	-	7,115	-	9,925	-	17,040	-	100.00%	
F15074 - Dist Building Envelop Standard	9,800	-	9,800	-	-	4,900	-	4,900	-	9,800	-	100.00%	
F15086 - Dist Admin West Lights	104,716	3,940	108,656	-	-	27,164	-	81,492	-	108,656	-	100.00%	
F15092 - Dist A1- 211 Workstation	9,600	(171)	9,429	-	-	2,807	-	6,622	-	9,429	-	100.00%	
F15093 - Dist SBOD Office Renovation	6,265	154	6,419	-	-	5,858	-	561	-	6,419	-	100.00%	
F15096 - Dist Office-CIO	42,410	(5,266)	37,144	-	-	-	-	37,144	-	37,144	-	100.00%	
F16023 - Dist Audit Sound Attenuation	7,679	11,291	18,970	-	-	-	-	18,970	-	18,970	-	100.00%	
F16032 - Dist ITS RFS	8,074	-	8,074	-	-	-	-	8,074	-	8,074	-	100.00%	
F16038 - Dist A1.200B Renovation	7,032	-	7,032	-	-	-	-	7,032	-	7,032	-	100.00%	
F16047 - Dist Marketing Furniture	9,345	-	9,345	-	-	-	-	9,345	-	9,345	-	100.00%	
F16061 - Dist Demo Bldg Simulator Classrooms	20,549	-	20,549	-	-	-	-	20,549	-	20,549	-	100.00%	
F16062 - Dist Sound Masking A1.212	2,308	-	2,308	-	-	-	-	2,308	-	2,308	-	100.00%	
F16063 - Dist - Conference Table for A2.110	2,500	-	2,500	-	-	-	-	2,500	-	2,500	-	100.00%	
F16073 - Dist A1 & A2 Window Film and Tinting	12,705	-	12,705	-	-	-	-	12,705	-	12,705	-	100.00%	
<b>Sub-total</b>	<b>2,615,010</b>	<b>2,772,663</b>	<b>5,387,673</b>	-	-	<b>4,554,799</b>	-	<b>832,874</b>	-	<b>5,387,673</b>	<b>4,359,585</b>	<b>100.00%</b>	
<b>TOTALS</b>	<b>3,233,473</b>	<b>3,079,542</b>	<b>6,313,015</b>	-	<b>425,697</b>	<b>4,558,219</b>	-	<b>1,317,958</b>	-	<b>5,876,177</b>	<b>4,587,689</b>	<b>11,141</b>	<b>99.82%</b>

## 2008 Capital Improvement Program

As of July 31, 2016

Project	Base Budget	Budget Adjustments	Current Budget	Executed Change Orders	Encumbered Funds	YTD Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
<b>Central</b>								
1203 - CC Anders Gym	10,398,474	(9,210,501)	1,187,973	-	-	109,723	1,078,250	9.24%
1102 - CC In-Fill	47,572	1,197,962	1,245,534	-	-	1,196,079	49,456	96.03%
1909 - CC Petrochem/Vo Tech Building	-	2,169,015	2,169,015	-	1,474,030	461,485	233,500	89.23%
<b>Sub-total</b>	10,446,046	(5,843,523)	4,602,523	-	1,474,030	1,767,287	1,361,206	70.42%
<b>North</b>								
2202 - NC Nichols Gym	4,949,996	(4,381,454)	568,542	-	-	18,617	549,925	3.27%
2102 - NC In-Fill	23,086	903,178	926,264	-	864	858,896	66,504	92.82%
2612 - NC Plant Chiller	14,225	1,626,427	1,640,652	-	5,540	6,185	1,628,927	0.71%
2601 - NC Baseball Batting and Pitching	475,965	76,566	552,531	-	234,702	303,672	14,157	97.44%
<b>Sub-total</b>	5,463,272	(1,775,283)	3,687,989	-	241,106	1,187,371	2,259,513	38.73%
<b>South</b>								
3202 - SC Smallwood Gym	6,919,331	(6,350,774)	568,557	-	-	18,557	550,000	3.26%
3102 - SC In-Fill	23,086	1,324,393	1,347,479	-	625	970,387	376,468	72.06%
3601 - SC Softball Press Box	26,500	18,500	45,000	-	6,579	18,465	19,956	55.65%
<b>Sub-total</b>	6,968,917	(5,007,880)	1,961,037	-	7,204	1,007,408	946,424	51.74%
<b>District</b>								
6601 - Generation Park	200,000	-	200,000	-	-	198,344	1,656	99.17%
Program Management- 720100	-	1,202,954	1,202,954	-	75,294	575,717	551,944	54.12%
Contingency -726800	18,771,212	(12,144,271)	6,626,941	-	-	-	6,626,941	-
<b>Sub-total</b>	18,971,212	(10,941,317)	8,029,895	-	75,294	774,061	7,180,540	10.58%
<b>Projects Substantially Complete</b>								
2201 - NC Lehr Library	2,022,600	12,026,576	14,049,176	-	123,866	13,341,010	584,299	95.84%
6803 - Maritime Training Facility	18,000,000	8,433,236	26,433,236	-	202,900	25,557,581	672,755	97.45%
1828/2814/3817 - D DDC Network	2,190,750	494,572	2,685,322	-	-	2,506,789	178,533	93.35%
<b>Sub-total</b>	22,213,350	20,954,384	43,167,734	-	326,766	41,405,380	1,435,587	96.67%
<b>Projects Closed</b>								
1001 - CC Primary Service Retrofit	2,774,950	1,695,228	4,470,178	-	-	4,470,178	-	100.00%
1109 - CC Maintenance & Police Bldg	3,560,360	2,702,048	6,262,408	-	-	6,262,408	-	100.00%
1202 - CC Davis Library	8,418,096	(155,756)	8,262,340	-	-	8,262,340	-	100.00%
1217 - CC Transportation Center Buildout	-	1,039,383	1,039,383	-	-	1,039,383	-	100.00%
1301 - CC Building 31 Renovation	-	497,887	497,887	-	-	497,887	-	100.00%
1817 - CC Transportation Center	17,333,267	2,998,752	20,332,019	(137,768)	-	20,332,019	-	100.00%
1818 - CC Industrial Tech Buildings	7,758,416	(3,727,679)	4,030,737	-	-	4,030,737	-	100.00%
1820 - CC Paving & Drainage	10,490,274	(913,895)	9,576,379	(207,575)	-	9,576,379	-	100.00%
1821 - CC Allied Health Addition	10,568,880	1,189,925	11,758,805	296,549	-	11,758,805	-	100.00%
1908 - CC Science Building	35,752,627	(148,641)	35,603,986	-	-	35,603,986	-	100.00%
2401 - NC Outdoor Lighting	13,472	785	14,257	-	-	14,257	-	100.00%
2402 - NC MET Infrastructure N Library	851,510	(792,067)	59,443	-	-	59,443	-	100.00%
2901 - NC Paving & Drainage	3,142,449	(435,395)	2,707,054	(15,714)	-	2,707,054	-	100.00%
2903 - NC Student Success Center	11,093,580	801,084	11,894,664	(499,063)	-	11,894,664	-	100.00%
2906 - NC Science & Allied Health	42,240,000	(6,014,982)	36,225,018	-	-	36,225,018	-	100.00%
3201 - SC Parker Williams Library	2,449,600	369,372	2,818,972	-	-	2,818,972	-	100.00%
3401 - SC Traffic Signal Relocation	75,988	(25,773)	50,215	-	-	50,215	-	100.00%
3402 - SC Water and Electrical Upgrade	29,305	(5,044)	24,261	-	-	24,261	-	100.00%
3903 - SC Student Success Center	8,220,000	2,074,228	10,294,228	109,650	-	10,294,228	-	100.00%
3905/3911 - SC Paving & Drainage	2,747,068	7,891,993	10,639,061	-	-	10,639,061	-	100.00%
3906 - SC Mechanical Upgrades	1,252,855	(558,604)	694,251	(19,524)	-	694,251	-	100.00%
3907 - SC MEP Infrastructure	4,381,500	283,388	4,664,888	-	-	4,664,888	-	100.00%
*3908 - SC Primary Service at New Site	809,625	(809,625)	-	-	-	-	-	-
3909 - SC Science & Allied Health	53,868,525	(6,251,379)	47,617,145	-	-	47,617,145	-	100.00%
6003 - D Graphics	900,000	724,824	1,624,824	-	-	1,624,824	-	100.00%
6902 - D Campus Mechanical Upgrades	1,869,857	518,564	2,388,421	(3,767)	-	2,388,421	-	100.00%
6007 - D Furniture Consultant	335,000	(335,000)	-	-	-	-	-	-
<b>Sub-total</b>	230,937,204	2,613,620	233,550,823	(477,212)	-	233,550,823	-	100.00%
<b>TOTALS</b>	<b>295,000,000</b>	<b>-</b>	<b>295,000,000</b>	<b>(477,212)</b>	<b>2,124,400</b>	<b>279,692,331</b>	<b>13,183,270</b>	<b>95.53%</b>

\*Funds reallocated to other projects.

Fiscal Year 2008 CIP Expenditure	136,403
Fiscal Year 2009 CIP Expenditure	3,442,083
Fiscal Year 2010 CIP Expenditure	24,831,811
Fiscal Year 2011 CIP Expenditure	64,513,921
Fiscal Year 2012 CIP Expenditure	89,492,069
Fiscal Year 2013 CIP Expenditure	41,378,480
Fiscal Year 2014 CIP Expenditure	17,693,910
Fiscal Year 2015 CIP Expenditure	26,723,926
Fiscal Year 2016 CIP Expenditure	11,479,728
Total CIP Expenditure	279,692,331

## 2015 Revenue Bond

As of July 31, 2016

Project	Base Budget	Budget Adjustments	Current Budget	Executed Change Orders	Encumbered Funds	YTD Expenditures	Remaining Balance	Percent of Budget Encumbered/Expensed
<b>North - CIT</b>								
North CIT - 904605-722909	47,591,645	-	47,591,645	-	22,441,878	16,982,578	8,167,189	82.84%
Contingency (726900)	2,408,355	-	2,408,355	-	-	-	2,408,355	-
<b>Sub-total</b>	50,000,000	-	50,000,000	-	22,441,878	16,982,578	10,575,544	78.85%

## 2015 Bond - San Jac Tomorrow Capital Improvement Program

July 31, 2016

Project	Base Budget	Budget Adjustments	Current Budget	Executed Change Orders	Encumbered Funds	YTD Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
<b>Central</b>								
1601 - CC Petro-Chemical Center	52,450,000	-	52,450,000	-	10,120	43,880	52,396,000	0.10%
1602 - CC Welcome Center	16,600,000	-	16,600,000	-	89,950	-	16,510,050	-
1603 - CC Class Room Building	47,155,000	-	47,155,000	-	70,950	-	47,084,050	-
1604 - CC Central Data Closets	2,444,000	-	2,444,000	-	-	-	2,444,000	-
1605 - CC Central Access Security	1,852,000	-	1,852,000	-	-	-	1,852,000	-
1606 - CC Frels Demo	1,153,000	-	1,153,000	-	-	-	1,153,000	-
1607 - CC Davison Building Reno	14,970,000	-	14,970,000	-	-	-	14,970,000	-
1608 - CC McCollum Center Reno	24,685,000	-	24,685,000	-	-	-	24,685,000	-
1609 - CC McCollum North Reno	2,535,000	-	2,535,000	-	-	-	2,535,000	-
1610 - CC Ball Demo	1,725,000	-	1,725,000	-	-	-	1,725,000	-
1611 - CC Anderson Demo	2,654,000	-	2,654,000	-	-	-	2,654,000	-
1612 - CC Stadium and Track Demo	174,000	-	174,000	-	-	-	174,000	-
1613 - CC Central DDC Network	1,160,000	-	1,160,000	-	-	-	1,160,000	-
1614 - CC Central Plant Upgrades	1,160,000	-	1,160,000	-	-	-	1,160,000	-
<b>Sub-total</b>	170,717,000	-	170,717,000	-	171,020	43,880	170,502,100	0.13%
<b>North</b>								
2601 - NC Cosmetology/Culinary Center	22,845,000	-	22,845,000	-	84,000	-	22,761,000	-
2602 - NC North Data Closets	915,000	-	915,000	-	-	-	915,000	-
2603 - NC Chiller Plant Replacement	1,450,000	-	1,450,000	-	-	-	1,450,000	-
2604 - NC Lehr Library Demo	650,000	-	650,000	-	-	-	650,000	-
2605 - NC North Access/Security	877,000	-	877,000	-	-	-	877,000	-
2606 - NC Wheeler Reno	14,300,000	-	14,300,000	-	-	-	14,300,000	-
2607 - NC Brightwell Reno	6,628,000	-	6,628,000	-	-	-	6,628,000	-
2608 - NC Spencer Reno	13,000,000	-	13,000,000	-	-	-	13,000,000	-
2609 - NC North DDC Network	580,000	-	580,000	-	-	-	580,000	-
2610 - NC Underground Utility Tunnel	11,600,000	-	11,600,000	-	-	-	11,600,000	-
2611 - NC 24 Acres Wetlands Mitigation	2,000,000	-	2,000,000	-	-	-	2,000,000	-
2612 - NC Uvalde Expansion	5,000,000	-	5,000,000	-	-	-	5,000,000	-
<b>Sub-total</b>	79,845,000	-	79,845,000	-	84,000	-	79,761,000	-
<b>South</b>								
3601 - SC Engineering/Technology Center	28,400,000	-	28,400,000	-	110,000	-	28,290,000	0.39%
3602 - SC Cosmetology Center	16,213,000	-	16,213,000	-	369,900	-	15,843,100	-
3603 - SC Longenecker Reno	22,555,000	-	22,555,000	-	-	-	22,555,000	-
3604 - SC South Data Closets	765,000	-	765,000	-	-	-	765,000	-
3605 - SC South Primary electrical Upgrade	5,800,000	-	5,800,000	-	-	-	5,800,000	-
3606 - SC South Access/ Security	599,000	-	599,000	-	-	-	599,000	-
3607 - SC South HW/CW Relocation	10,266,000	-	10,266,000	-	-	-	10,266,000	-
3608 - SC South Sanitary Sewer Rehabilitation	1,160,000	-	1,160,000	-	-	-	1,160,000	-

3609 - SC Fire House Expansion	5,585,000	-	5,585,000	-	-	-	5,585,000	-
3610 - SC Jones Reno	13,803,000	-	13,803,000	-	-	-	13,803,000	-
3611 - SC Bruce Student Center Reno	10,400,000	-	10,400,000	-	-	-	10,400,000	-
3612 - SC Auto Body Demo	312,000	-	312,000	-	-	-	312,000	-
3613 - SC South DDC Network	580,000	-	580,000	-	-	-	580,000	-
<b>Sub-total</b>	<b>116,438,000</b>	<b>-</b>	<b>116,438,000</b>	<b>-</b>	<b>479,900</b>	<b>-</b>	<b>115,958,100</b>	<b>0.41%</b>
<b>Maritime</b>								
6603 - MC Maritime Expansion	28,000,000	-	28,000,000	-	-	-	28,000,000	-
<b>Sub-total</b>	<b>28,000,000</b>	<b>-</b>	<b>28,000,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>28,000,000</b>	<b>-</b>
<b>Admin</b>								
6602 - College Development	30,000,000	-	30,000,000	-	-	-	30,000,000	-
<b>TOTALS</b>	<b>425,000,000</b>	<b>-</b>	<b>425,000,000</b>	<b>-</b>	<b>734,920</b>	<b>43,880</b>	<b>424,221,200</b>	<b>0.18%</b>

Fiscal Year 2016 CIP Expenditure	<u>43,880</u>
<b>Total CIP Expenditure</b>	<b><u>43,880</u></b>



**2008 Bond Program  
Master Schedule**

ID	Task Name	Start	Finish	2008		2009			2010			2011			2012			2013			2014			2015			2016			2017			2018
				Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3
1	<b>Central Campus</b>	Wed 6/4/08	Fri 3/9/18	[Blue bar spanning from Qtr 2 2008 to Qtr 2 2018]																													
2	1820 - Paving & Drainage	Mon 12/1/08	Tue 11/1/11	[Black bar spanning from Qtr 4 2008 to Qtr 3 2011]																													
8	1817 - Transportation Center	Wed 6/4/08	Thu 7/26/12	[Black bar spanning from Qtr 2 2008 to Qtr 4 2012]																													
15	1818 - Industrial Technology II	Mon 2/1/10	Fri 6/7/13	[Black bar spanning from Qtr 4 2010 to Qtr 3 2013]																													
25	1109 - Maintenance/Police	Mon 6/6/11	Fri 10/10/14	[Black bar spanning from Qtr 3 2011 to Qtr 4 2014]																													
39	1301 - Building 31	Mon 6/6/11	Fri 6/6/14	[Black bar spanning from Qtr 3 2011 to Qtr 4 2014]																													
53	1821 - Allied Health	Sun 3/1/09	Wed 10/31/12	[Black bar spanning from Qtr 4 2009 to Qtr 3 2012]																													
67	1908 - Science Building	Wed 7/1/09	Fri 6/20/14	[Black bar spanning from Qtr 4 2009 to Qtr 4 2014]																													
84	1001 - Primary Service Retrofit	Mon 10/18/10	Fri 6/26/15	[Black bar spanning from Qtr 4 2010 to Qtr 4 2015]																													
94	1202 - Davis Library	Mon 1/9/12	Mon 4/20/15	[Black bar spanning from Qtr 1 2012 to Qtr 4 2015]																													
108	1203 - Anders Gym	Mon 9/21/15	Fri 3/9/18	[Purple bar spanning from Qtr 4 2015 to Qtr 2 2018]																													
121	<b>North Campus</b>	Sun 6/1/08	Fri 5/11/18	[Green bar spanning from Qtr 2 2008 to Qtr 2 2018]																													
122	2901 - Pavement & Drainage	Sun 6/1/08	Tue 1/25/11	[Black bar spanning from Qtr 2 2008 to Qtr 4 2011]																													
128	2903 - Student Success Center	Mon 2/2/09	Fri 1/4/13	[Black bar spanning from Qtr 1 2009 to Qtr 4 2013]																													
142	2906 - Science & Allied Health	Wed 7/1/09	Mon 12/2/13	[Black bar spanning from Qtr 4 2009 to Qtr 3 2014]																													
156	2201 - Lehr Library	Mon 6/3/13	Fri 11/25/16	[Dark red bar spanning from Qtr 3 2013 to Qtr 4 2016]																													
170	2202 - Nichols Gym	Mon 9/21/15	Fri 5/11/18	[Purple bar spanning from Qtr 4 2015 to Qtr 2 2018]																													
184	<b>South Campus</b>	Thu 1/1/09	Fri 5/11/18	[Red bar spanning from Qtr 1 2009 to Qtr 2 2018]																													
185	3903 - Student Success Center	Mon 2/2/09	Fri 3/1/13	[Black bar spanning from Qtr 1 2009 to Qtr 4 2013]																													
199	3905 - Paving & Drainage	Sun 3/1/09	Fri 4/19/13	[Black bar spanning from Qtr 1 2009 to Qtr 4 2013]																													
212	3906 - Mechanical Upgrades	Thu 1/1/09	Wed 10/26/11	[Black bar spanning from Qtr 1 2009 to Qtr 4 2011]																													
218	3907 - MEP Infrastructure	Mon 3/1/10	Thu 5/2/13	[Black bar spanning from Qtr 2 2010 to Qtr 4 2013]																													
224	3909 - Science & Allied Health	Mon 6/29/09	Thu 6/5/14	[Black bar spanning from Qtr 4 2009 to Qtr 4 2014]																													
238	3201 - Parker Williams Library	Mon 1/9/12	Mon 3/2/15	[Black bar spanning from Qtr 1 2012 to Qtr 4 2015]																													
252	3202 - Smallwood Gym	Mon 9/21/15	Fri 5/11/18	[Purple bar spanning from Qtr 4 2015 to Qtr 2 2018]																													
266	<b>District</b>	Fri 8/1/08	Mon 8/22/16	[Yellow bar spanning from Qtr 4 2008 to Qtr 4 2016]																													
267	Graphics	Mon 11/30/09	Fri 12/16/11	[Black bar spanning from Qtr 4 2009 to Qtr 3 2011]																													
271	DDC Network	Thu 1/1/09	Fri 11/21/14	[Black bar spanning from Qtr 1 2009 to Qtr 4 2014]																													
274	6902 - Campus Mechanical Upgrades	Fri 8/1/08	Fri 6/10/11	[Black bar spanning from Qtr 4 2008 to Qtr 3 2011]																													
280	6803 - Maritime Center	Mon 10/12/09	Mon 8/22/16	[Black bar spanning from Qtr 4 2009 to Qtr 4 2016]																													

**Action Item “IX”**  
**Regular Board Meeting September 13, 2016**  
**Consideration of Approval of Amendment to the 2016-2017 Budget**  
**for Restricted Revenue and Expenses Relating to Federal and State Grants**

**ADMINISTRATION RECOMMENDATION/REPORT**

The Chancellor recommends that the Board of Trustees approve an amendment to the 2016-2017 budget for restricted revenue and expenses related to grants.

**BACKGROUND**

Federal, state, and local grants may require amendments for receipt of newly awarded grants or changes to existing grants. These amendments should be processed in a timely manner in order to provide the access to funding to meet the objectives set forth within the grant requirements. This budget amendment request includes the additions to restricted revenues and restricted expenses as a result of new awards and changes to existing grants received during the month of August 2016.

**IMPACT OF THIS ACTION**

Approval of the budget amendment will allow the College’s staff to implement the programs in accordance with the requirements of funded award amounts.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

Restricted revenues and restricted expenses will each be increased by \$3,220,816, so the net impact on the College budget is zero.

**MONITORING AND REPORTING TIMELINE**

The Office of Grants Management provides continuous monitoring of grant operations, which are included in the annual financial report to the Board of Trustees.

**ATTACHMENTS**

Attachment 1- Budget Amendments-09-13-16

Attachment 2- Grant Detail-09-13-16

**RESOURCE PERSONNEL**

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SAN JACINTO COLLEGE DISTRICT  
Federal, State, and Local Grant Amendments  
September 13, 2016

	Fund	Org.	Account	Prog.	Amount Debit (Credit)
<u>U.S. Department of Health and Human Services - Health Career Pathways Partnership</u>					
<u>(Incremental Funding Year 2)</u>					
Federal Grant Revenue	539324	56700	554100	110000	(1,680,886)
Non-Instructional Labor - Staff	539324	56700	612000	460961	259,504
Benefits	539324	56700	650000	460961	78,532
Computer Supplies-Desktops/Laptops	539324	56700	711311	460961	2,900
Operating Supplies - Consumable	539324	56700	711410	460961	8,951
Conference Travel	539324	56700	721000	460961	9,840
Travel/Mileage/Tolls	539324	56700	721110	460961	7,054
Contr Svcs - Instr Outside Provider	539324	56700	731110	460961	415,065
Contractual Svcs - Advertising	539324	56700	731355	460961	5,000
Contractual - SJCCD Indirect costs	539324	56700	731500	620909	123,721
Contractual - Sub-recipient expenses	539324	56700	731550	465853	244,905
S/A - Departmental Scholarships	539324	56700	751009	520235	<u>525,414</u>
					\$ -
<u>U.S. Department of Education / Texas Workforce Commission / Houston-Galveston Area Council –</u>					
<u>Texas Adult Education and Literacy Program (New Grant)</u>					
Federal Grant Revenue	538430	56700	554100	110000	(581,750)
Non-Instructional Labor - Staff	538430	56700	612000	460911	160,050
Instructional - Adjunct	538430	56700	621100	460911	180,000
Benefits	538430	56700	650000	460911	62,330
Instructional Supplies - Consumable	538430	56700	711110	460911	41,028
Lab-Comp Sup-Software/Lic/Maint Agr	538430	56700	711233	460911	21,432
Computer Supplies-Desktops/Laptops	538430	56700	711321	490611	30,015
Operating Supplies - Consumable	538430	56700	711410	460911	3,007
Conference Travel	538430	56700	721000	460911	9,000
Travel/Mileage/Tolls	538430	56700	721110	460911	1,000
Contr Svcs - Instr Testing	538430	56700	731130	460911	7,800
Contractual Svcs - Printing	538430	56700	731330	460911	2,245
Contractual - SJCCD Indirect costs	538430	56700	731500	620909	43,093
S/A - Departmental Scholarships	538430	56700	751009	520235	<u>20,750</u>
					-
<u>U.S. Department of Education TRiO grant Program - Upward Bound Program IV (Incremental Funding Year 5)</u>					
Federal Grant Revenue	538411	56700	554100	110000	(317,056)
Non-Instr Labor - Administrative	538411	56700	611000	460913	83,477
Non-Instr Labor - Staff	538411	56700	612000	460913	103,265
PT - Institutional	538411	56700	614100	460913	23,434
Stipends - Bilingual	538411	56700	614320	460913	1,800
Benefits	538411	56700	650000	460913	52,929
Supplies	538411	56700	711000	460913	4,874
Travel	538411	56700	721000	460913	9,820
Contracted Services	538411	56700	731000	460913	1,575
Contract Svcs-Indirect Cost/Grants	538411	56700	731500	620909	24,626
Insurance - Student	538411	56700	731840	460913	350
Student Aid	538411	56700	751000	520235	<u>10,906</u>
					-

<u>U.S. Department of Education - Upward Bound Math &amp; Science Program II (Incremental Funding Year 5)</u>					
Federal Grant Revenue	538412	56700	554100	110000	(270,374)
Non-Instr Labor - Staff	538412	56700	612000	460926	88,000
PT - Institutional	538412	56700	614360	460926	44,000
Benefits	538412	56700	650000	460926	26,000
Supplies	538412	56700	711000	460926	9,000
Staff Travel	538412	56700	721210	460926	3,000
Student Travel	538412	56700	721310	460926	57,275
Contracted Services	538412	56700	731340	460926	3,000
Indirect Costs	538412	56700	731500	620909	21,000
S/A Departmental Scholarships T&F	538412	56700	751009	520235	18,400
Cell Phones	538412	56700	761520	460926	699

Texas Higher Education Coordinating Board - 2016-2018 Comprehensive College Readiness and Success Models (CRSM) for 60x30TX (New Grant)

State Grant Revenue	555036	56700	554200	110000	(370,750)
Non-Instr Labor - Staff	555036	56700	612000	460926	47,015
PT - Institutional	555036	56700	614360	460926	187,200
Benefits	555036	56700	650000	460926	20,080
Supplies	555036	56700	711000	460926	10,000
Staff Travel	555036	56700	721210	460926	11,060
Contr Svcs - Outside Provider	555036	56700	731110	460926	47,395
Contr Svcs - Instr Prof Development	555036	56700	731120	460926	48,000

Net Increase (Decrease) \$ -

Note: Credits to revenues are increases and credits to expenses are decreases.  
Conversely, debits to revenue are decreases and debits to expenses are increases.

New Grant and Additional Funding Summary by Agency:

U.S. Department of Health and Human Services	\$ 1,680,886
U.S. Department of Education	1,169,180
Texas Higher Education Coordinating Board	<u>370,750</u>
	\$ 3,220,816

September 13, 2016 Board Book – Grant Amendments Detail List

U.S. Department of Health and Human Services - Health Career Pathways Partnership (Incremental Funding Year 2)

The program, Health Careers Pathways Partnership, is a joint venture between San Jacinto Community College District, the Neighborhood Centers, Inc., and Harris Health Systems. The goals are 1) to train 1,250 individuals on government assistance and other low-income recipients in basic skills in various healthcare careers and workplace readiness, 2) to provide services to support participants to reach their educational goals and find jobs, and 3) to provide healthcare professions pathways that offer nuanced educational methods which provide the skills that employers value, and credit or non-credit alternatives to meet participants' educational goals. This is the second year installment of a five-year grant. Future installments are contingent upon performance. The total budget for the five-year period is \$8,715,796.

U.S. Department of Education / Texas Workforce Commission / Houston-Galveston Area Council – Texas Adult Education and Literacy Program (New Grant)

Nine service providers combined, including San Jacinto College, Texas Workforce Commission, and the Houston-Galveston Area Council, all have a successful history of providing effective adult education programs in the different areas which are effected by the grant. Some of these institutions provide Adult Basic Education, Adult Secondary Education, English Literature and Civics programs. Some work with Corrections and Temporary Assistance for Needy Families. All partners promote English as a Second Language and encourage General Educational Development testing preparation. The partners will work together to support families and increase job-readiness through literacy, while recognizing the different hurdles individual families face.

U.S. Department of Education TRiO grant Program - Upward Bound Program IV (Incremental Funding Year 5)

The regular Upward Bound grant provides fundamental support to participants in their preparation for college entrance. The program provides opportunities for participants to succeed in their precollege performance and ultimately in their higher education pursuits. Upward Bound serves high school students from low-income families, and high school students from families in which neither parent holds a bachelor's degree. The goal of Upward Bound is to increase the rate at which participants complete secondary education and enroll in and graduate from institutions of postsecondary education.

U.S. Department of Education - Upward Bound Math & Science Program II (Incremental Funding Year 5)

The Upward Bound Math and Science program is designed to strengthen the math and science skills of participating students. The goal of the program is to help students recognize and develop their potential to excel in math and science and to encourage them to pursue postsecondary degrees in math and science, and ultimately careers in a math or science profession. Program services include: summer programs with intensive math and science training; year-round counseling and advisement; exposure to university faculty members who conduct research in mathematics and the sciences; computer training; and participant-lead scientific research under the guidance of faculty members or graduate students, who are serving as mentors.

Texas Higher Education Coordinating Board - 2016-2018 Comprehensive College Readiness and Success Models (CRSM) for 60x30TX (New Grant)

The purpose of the Comprehensive College Readiness and Success Models for the 60x30TX (CRSM) is to award grants that support scaling and enhancing comprehensive strategies and activities to accomplish the priorities of the agency for achieving the goals and targets of the new higher education strategic plan, 60x30TX. The 60x30 goal is for at least 60 percent of Texans ages 25-34 to have a certificate or degree by 2030. San Jacinto College received funding because of its experience with acceleration models in developmental education and a plan to scale and enhance the model to benefit more students.

**Action Item “X”**  
**Regular Board Meeting September 13, 2016**  
**Consideration of Policy 2-19: Policy Regarding**  
**Electioneering – First Reading (Information Only)**

**ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees approve Policy 2-19: Policy on Electioneering. The Board of Trustees will not vote on this item but is creating awareness that the policy is being considered and input is being gathered.

**BACKGROUND**

The priority use of the College’s facilities is primarily focused on educational purposes and student related services. The College has facilities that are sometimes requested to be used as polling locations in local, state, and national elections. To properly manage the requests for polling locations, it is prudent to establish a Board approved policy and related procedures to govern the requests and permitted uses.

**IMPACT OF THIS ACTION**

To establish Board policy and procedures to govern the use of College facilities for the purpose of election activities.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

None anticipated.

**MONITORING AND REPORTING TIMELINE**

The policy and related procedures will be circulated beginning from September 9 to September 28, 2016, to the College community for comments and concerns according to the policies workflow process. The policy including potential modifications that arise from the input process will be presented to the Board of Trustees through the second reading which is anticipated on October 10, 2016. Procedures are not approved by the Board but are included for informational purposes.

Upon approval, the College’s Election Administrator will assume immediate responsibility for monitoring any future use of facilities for election purposes relating to this policy or related procedures.

**ATTACHMENTS**

Attachment 1 - Proposed Policy on Electioneering  
Attachment 2 - Proposed Electioneering Procedures

**RESOURCE PERSONNEL**

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**SAN JACINTO COLLEGE**  
**BOARD OF TRUSTEES POLICIES**

**Fiscal Affairs – Facilities Services**  
**Policy 2-19: Policy on Electioneering**

**1. INTRODUCTION**

The facilities of San Jacinto Community College District exist to serve college purposes, including, but not limited to providing educational programs and services to students. These College purposes have priority over any other use of College facilities.

**2. DEFINITION**

The College may make its facilities available for use as a polling place in any election that covers territory in which the facilities are located. If more than one authority requests the use of the facility for the same day and simultaneous use is impractical, the College shall determine which authority may use the building.

**3. GENERAL POLICY**

The Board of Trustees authorizes the Chancellor to develop and implement electioneering procedures in accordance with the College’s policies and standards.

<b>Policy #:</b>	<b>2-19</b>
<b>Policy Name:</b>	<b>Policy on Electioneering</b>
<b>Pages:</b>	<b>1</b>
<b>Adopted Date:</b>	<b>Anticipated on October 10, 2016</b>
<b>Revision/Reviewed Date:</b>	<b>September 13, 2016</b>
<b>Effective Date:</b>	
<b>Associated Procedure:</b>	<b>2-19-a</b>



# **SAN JACINTO COLLEGE**

## **PROCEDURES**

### **Fiscal Affairs – Facilities Services**

#### **2-19-a Procedures on Electioneering**

### **1. Introduction**

The Board of Trustees authorizes the Chancellor to develop and implement electioneering procedures in accordance with the College's policies and standards.

### **2. Procedure**

Regulations for Campaign Signage and Electioneering on College Property:

- Each candidate will be allowed 2 (two) signs.
- Campaign signs shall have back-to-back (two-sided) copy only (no three-dimensional, multiple-faced signs), shall not exceed four-square feet in size, with no dimensions greater than two feet, and shall not be displayed at a height greater than three feet above ground level measured from the top of the sign to the ground.
- Campaign signs may be displayed only by attachment to the ground; no signs may be attached to light poles, telephone poles, fences, pylons, fire hydrants, trees, other signs, or any other fixture or structure.
- Campaign signs must be placed in a manner that does not impair or impede in any way the use of parking lots, streets, roadways, driveways, sidewalks, walking paths, fire hydrants, or other similar conveyances or structures by the motoring public, pedestrians, or college students or employees. Signs must not be placed in any part of any driveway or parking space at a polling location.
- Campaign signs may not be placed closer to a polling location than the electioneering marker.
- Vehicles bearing campaign signs larger than a bumper sticker are prohibited from parking in the college parking lots serving polling location unless campaign supplies are in the process of being loaded or unloaded. Parking is scarce at polling locations so occupation of parking spaces by vehicles for the purpose of advertising, political or otherwise, will not be tolerated; such vehicles will be towed at the owner's expense.
- Canopies and oversized umbrellas (such as beach and patio umbrellas) are not allowed, except in a college approved designated location.
- Tables, chairs, and other such items and equipment must not impair or impede in any way the use of parking lots, streets, roadways, driveways, sidewalks, walking paths, fire hydrants, or other similar conveyances or structures by the motoring public, pedestrians, or college students and employees.

- Campaign signs may not be placed adjacent to early voting locations prior to the beginning of early voting for elections and runoff elections.
- Campaign signs must be removed by 6:00 a.m. the day following the last day of early voting.
- Campaign signs that are deemed to be a hazardous obstruction to traffic as determined by the Harris County Election Judge or San Jacinto College will be removed immediately.
- Campaign signs should be secured to prevent becoming flying objects in heavy winds/breeze. Loose signs will be removed.
- Candidates or representatives must remain in the designated area only when engaged in campaigning activities.
- Candidates or representatives must not impair or impede in any way the use of parking lots, streets, roadways, driveways, sidewalks, or walking paths.
- Each candidate or candidate's representative will be allowed one warning in regard to the above listed regulations. Upon a second offense, the candidate or candidate's representative will be asked to vacate the premises along with promotional posters.

<b>Procedure #:</b>	<b>2-19-a</b>
<b>Procedure Name:</b>	<b>Procedures on Electioneering</b>
<b>Pages:</b>	<b>2</b>
<b>Adopted Date:</b>	<b>Anticipated on October 10, 2016</b>
<b>Revision/Reviewed Date:</b>	<b>September 13, 2016</b>
<b>Effective Date:</b>	
<b>Associated Policy:</b>	<b>Policy 2-19</b>

**SAN JACINTO COMMUNITY COLLEGE DISTRICT  
PURCHASE RECAP  
SEPTEMBER 12, 2016**

<b>I.</b>	<b>EQUIPMENT, SUPPLIES &amp; SERVICES BIDS</b>		
	RFQ # 16-32		
	Design Services -Petrochemical Process Plant (pgs.2-4)	\$	<u>-</u>
<b>II.</b>	<b>PURCHASE REQUESTS, SOLE SOURCE VENDORS, COOPERATIVES, AND CONTRACT RENEWALS</b>		
	Purchase Request #1 -		
	Renovation of the Board Room at the College East Administration Building (pg. 5)	\$	63,200
	Purchase Request #2 -		
	Central Campus Surveying Services (pg. 6)		73,700
	Purchase Request #3 -		
	Training Equipment for North Campus Center for Industrial Technology (pg. 7)		82,392
	Purchase Request #4		
	Furniture for North Campus Center for Industrial Technology (pg. 8)		897,700
	Purchase Request #5		
	Method of Procurement for the South Campus Student Center Renovation (pgs.9-10)		700,000
	Purchase Request #6		
	Architect Services for South Campus Student Center Renovation (pgs.11-12)		-
	Purchase Request #7		
	Furniture for South Campus Student Center Renovation (pg. 13)		200,000
	Purchase Request #8 -		
	North and South Campus Site Planning Services (pgs. 14-15)		147,000
	Purchase Request #9 -		
	Sign Language Interpreting Services (pgs. 16-17)		208,000
	Purchase Request #10 -		
	Aviation Program Instruction and Services (pgs. 18-19)		<u>101,930</u>
	<b>TOTAL OF PURCHASE REQUESTS</b>		<b><u><u>\$2,473,922</u></u></b>

**RFQ #16-32**  
**Regular Board Meeting September 13, 2016**  
**Consideration of Approval to Authorize the Chancellor to Negotiate and**  
**Award Contract for Design Services for Petrochemical Process Training Unit**

**ADMINISTRATION RECOMMENDATION/REPORT**

The Chancellor recommends that the Board of Trustees authorize the Chancellor to negotiate and enter into a contract with Tellepsen Corporation to provide engineering design services for a petrochemical process training unit to be constructed at the College's Central Campus Center for Petrochemical, Energy, and Technology. The final contract and fees will be presented in the future to the Board for ratification.

**BACKGROUND**

A request for qualifications, Project Number 16-32 was issued to procure design services for a petrochemical process training unit. Four responses were received and evaluated by a team consisting of faculty and administration from the Petrochemical program at Central campus, as well as a representative from Facilities and industry experts. Interviews were conducted with representatives from the top three ranked firms with evaluation team consisting of representatives from industry as well as the College. Based on a cumulative score of both selection phases, Tellepsen Corporation was determined to be the most highly qualified firm to provide design services for this project.

**IMPACT OF THIS ACTION**

Approval of this request will engage the services of the engineering division of Tellepsen Corporation to design a state-of-the-art petrochemical process plant/lab training unit that will be constructed adjacent to the new Center for Petrochemical, Energy, and Technology. This educational facility which will include a mix of conference, classroom, administration, and high-bay lab/shop space for petrochemical and other associated programs. The plant will provide opportunities for training in a real-life, hands-on work environment.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The current estimated construction expenditure for this project is \$5,000,000. The scope of the petrochemical process training unit is still being developed with College personnel and industry experts. The expenditure for design services associated with this project will be funded by the 2015 Bond Program.

**MONITORING AND REPORTING TIMELINE**

Design and construction of the new facility and process training unit will require approximately twenty-five (25) months. Design and construction will be monitored by the College's Facilities Services personnel and the Program Manager on the project.

**RFQ #16-32**  
**Regular Board Meeting September 13, 2016**  
**Consideration of Approval to Authorize the Chancellor to Negotiate and**  
**Award Contract for Design Services for Petrochemical Process Training Unit**

**ATTACHMENTS**

Attachment 1 - Tabulation

**RESOURCE PERSONNEL**

Bryan Jones	281-998-6343	bryan.jones@sjcd.edu
Ann Kokx-Templet	281-998-6103	ann.kokx-templet@sjcd.edu

**Project Name**  
**Project Number**

Design Services - Petrochemical Process Training Unit  
 RFQ 16-32

**Qualifications - 60 %**

Stated Criteria	Points Available	S & B Infrastructure	Burrow Global	Tellepsen Corp.	BEI Engineers
Firm Qualifications and Experience	25	22.71	21.29	22.28	20.14
Qualifications of Personnel and Team	25	22.43	20.71	21.86	18.72
Project Approach, Methodology and Integration Strategy	25	22.00	20.29	21.86	18.14
Past Performance and References	25	19.09	16.14	20.90	11.43
	<b>100</b>	<b>86.23</b>	<b>78.43</b>	<b>86.90</b>	<b>68.43</b>
Raw Scores					

**Interviews - 40%**

	Points Available	S & B Infrastructure	Burrow Global	Tellepsen Corp.
<b>Interviews</b>	<b>100</b>	<b>76.00</b>	<b>79.81</b>	<b>87.00</b>
Raw Scores				

**Final Ranking - Weighted Scores**

Vendor Name	Total Score
<b>Tellepsen Corp.</b>	<b>86.94</b>
<b>S&amp;B Infrastructure</b>	<b>82.14</b>
<b>Burrow Global</b>	<b>78.98</b>
<b>BEI Engineers</b>	-

**Purchase Request #1**  
**Regular Board Meeting September 13, 2016**  
**Consideration of Approval of Method of Procurement and Renovation of the**  
**Board Room at the College Administration East Building**

**ADMINISTRATION RECOMMENDATION/REPORT**

The Chancellor recommends the Board of Trustees approve the Job Order Constructing (JOC) procurement method and contract for Construction Masters of Houston (CM-Hou) to renovate the Board Room and Auxiliary Board Room in the College Administration East Building.

**BACKGROUND**

The Board Room and Auxiliary Board Room have been in service in their current form for many years. The finishes are dated, worn, and damaged due to normal wear and tear. The proposed renovation would provide reconditioning and resurfacing to update these two spaces.

CMHou has a contract through Choice Partners cooperative contracts program to provide JOC services, Contract Number 15/041JN-04 and complies with the competitive procurement requirement in Section 44.031 of the Texas Education Code and Section 2269.401 of the Texas Government Code and is permitted through Section 791.001 of the Texas Government Code.

**IMPACT OF THIS ACTION**

Completion of the renovation in these two spaces will provide for a more functional meeting environment for Board meetings, employee training, conferences, and related College business.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The construction expenditure with this project is \$63,200. The project will be funded by 2008 Bond funds.

**MONITORING AND REPORTING TIMELINE**

This project will require 60 days to complete following Notice to Proceed. This project will be managed by San Jacinto College Facilities Services personnel.

**ATTACHMENTS**

None

**RESOURCE PERSONNEL**

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Ann Kokx-Templet	281-998-6103	Ann.kokxtemplet@sjcd.edu

**Purchase Request #2**  
**Regular Board Meeting September 13, 2016**  
**Consideration of Approval to Contract for Central Campus Surveying Services**

**ADMINISTRATION RECOMMENDATION/REPORT**

The Chancellor recommends the Board of Trustees approve a contract with Brooks & Sparks, Inc. (Brooks & Sparks) for campus topographical surveying services at the Central Campus.

**BACKGROUND**

In order to proceed with design development of the Petrochemical, Energy, and Technology Center, a current topographical survey of the surrounding land and storm drainage features of the southwest quadrant of the campus is required. Without current knowledge of all the surface features, an effective storm water management plan cannot be completed. Also, understanding the elevations of the surrounding campus land (the current golf course) will be required for future development in order to design building foundations, vehicle parking and thoroughfare, and other surface features for flood protection purposes.

Surveying services are classified as professional services pursuant to Section 2254 of the Texas Government Code and are exempt from competitive bidding per Section 44.031(f) of the Texas Education Code.

**IMPACT OF THIS ACTION**

This survey will provide information necessary to design the project and obtain permits for construction. Without this information, authorities having jurisdiction will not issue building permits for the project. Additionally, the information is required to assure most efficient elevations of future building pads and to create effective storm water management channels and retention/detention features.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The expenditure for this request is \$73,700. This expenditure is funded by the 2015 Bond program.

**MONITORING AND REPORTING TIMELINE**

All services are estimated to be completed within ninety (90) calendar days from notice to proceed with work. This project will be monitored by San Jacinto College Facilities Services personnel.

**ATTACHMENTS**

None

**RESOURCE PERSONNEL**

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**Purchase Request #3**  
**Regular Board Meeting September 13, 2016**  
**Consideration of Approval to Purchase Training Equipment for**  
**North Campus Center for Industrial Technology**

**ADMINISTRATION RECOMMENDATION/REPORT**

The Chancellor recommends the Board of Trustees approve the purchase of training equipment from Lab Resources, Inc. for the Heating and Air-conditioning (HVAC) and Diesel departments at the College's North Campus Center for Industrial Technology (CIT).

**BACKGROUND**

The HVAC and Diesel programs are designed to teach entering workplace competencies in their respective fields. High quality trainers and simulators are used in these programs to increase the depth of students' experience and add essential hands-on training that helps students succeed in the current job market. This new equipment will be incorporated with existing equipment in the North CIT building.

Lab Resources, Inc. was awarded a contract through the Choice Partners Cooperative, contract number 13/062DG-29. This contract complies with the competitive procurement requirement in Section 44.031 of the Texas Education Code and is permitted through Section 791.001(g) of the Texas Government Code.

**IMPACT OF THIS ACTION**

This action will approve procurement of training equipment for the HVAC and Diesel programs. These trainers feature the latest training technology and will increase the equipment-to-student ratio to facilitate more hands-on training. Delivery of equipment is required by December 2016 to accommodate the start of classes in January 2017.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The total expenditure is \$82,392 and will be funded by the 2015 Revenue Bond as part of the Center for Industrial Technology project.

**MONITORING AND REPORTING TIMELINE**

Equipment will be delivered by December 2016. This project will be monitored by San Jacinto College Facilities Services personnel.

**ATTACHMENTS**

None

**RESOURCE PERSONNEL**

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William Dowell	281-998-6122	William.dowell@sjcd.edu
Mike Harris	281-998-6134	Mike.harris@sjcd.edu
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**Purchase Request #4**  
**Regular Board Meeting September 13, 2016**  
**Consideration of Approval to Purchase Furniture for North Campus**  
**Center for Industrial Technology**

**ADMINISTRATION RECOMMENDATION/REPORT**

The Chancellor recommends the Board of Trustees approve the purchase of furniture from Haworth, Furniture Marketing Group (FMG), and Facility Interiors for the College's North Campus Center for Industrial Technology (CIT).

**BACKGROUND**

In October 2014, the Board of Trustees awarded a contract for the construction of the new North CIT Building. The design has been completed and construction is near completion. The purchase of furniture for classrooms, labs, and office spaces is required to complete the project.

Haworth, FMG, and Facility Interiors were awarded contract through several cooperative agencies: U.S. Communities contract number 4400003402, National IPA contract number P10-004, and Choice Partners contract number 15/031CG-08 respectively. These contracts comply with the competitive procurement requirement in Section 44.031 of the Texas Education Code and is permitted through Section 791.001(g) of the Texas Government Code.

**IMPACT OF THIS ACTION**

This action will approve the procurement of furniture for the North CIT building specifically selected to meet the program's needs. The delivery and installation of furniture is needed by December 2016 to accommodate the beginning of classes in January 2017.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The total expenditure is \$897,700 with the following breakdown per vendor: Haworth \$530,579, FMG \$47,856, and Facility Interiors \$319,265. Furniture purchases will be funded by the 2015 Revenue Bond program.

**MONITORING AND REPORTING TIMELINE**

Furniture will be received and installed by December 2016. This project will be monitored by San Jacinto College Facilities Services personnel.

**ATTACHMENTS**

None

**RESOURCE PERSONNEL**

Bryan Jones	281-998-6343	Bryan.jones@sjcd.edu
William Dowell	281-998-6122	William.dowell@sjcd.edu
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**Purchase Request #5**  
**Regular Board Meeting September 13, 2016**  
**Consideration of Approval of Method of Procurement for the**  
**South Campus Student Center Renovation**

**ADMINISTRATION RECOMMENDATION/REPORT**

The Chancellor recommends the Board of Trustees approve the Competitive Sealed Proposal (CSP) procurement methodology for the South Campus Student Center renovation project.

**BACKGROUND**

The South Campus Student Center has been designated for renovation with the 2015 Bond program. The proposed renovation will be carried out incrementally in phases, with the east half of the second floor and portions of the west side of the first floor as the initial phase in the building renovation project.

The groups identified for priority in occupying these renovated spaces are the Learning and Assessment, Student Services, and Registrar and Enrollment Management departments along with updates in some student areas. These organizations have been designated as “Group I” in this phased building renovation project. The proposed scope of work will provide for the renovation and installation of College standard furniture and office systems within approximately 14,400 square feet of the building’s total 57,325 square feet.

Detailed specifications and project plans will be developed by an architect firm to be selected from the pool of approved firms. This package of specifications and plans will be used as the documentation required for public solicitation of construction proposals utilizing the CSP procurement method in accordance with the Texas Government Code, Section 2269.151.

**IMPACT OF THIS ACTION**

This action will result in improvement of South Campus Student Center workspaces and support areas for thirty-one (31) people within the Learning & Assessment, Student Services, and Registrar & Enrollment Management departments. Additionally, it will provide updates for student areas including the game room.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The expenditure for this request is currently estimated at \$700,000, but it is anticipated that estimate will change based on final drawings. The final cost from the CSP process will be presented to the Board for approval. This expenditure is funded by the 2015 Bond program as a project development cost for the South Campus Student Center renovation project.

**MONITORING AND REPORTING TIMELINE**

All services are estimated to be completed within two-hundred seventy (270) calendar days from release to proceed with work.

**Purchase Request #5**  
**Regular Board Meeting September 13, 2016**  
**Consideration of Approval of Method of Procurement for the**  
**South Campus Student Center Renovation**

**ATTACHMENTS**

None

**RESOURCE PERSONNEL**

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Ann Kokx-Temple	281-998-6103	Ann.kokxtemplet@sjcd.edu

**Purchase Request #6**  
**Regular Board Meeting September 13, 2016**  
**Consideration of Approval to Contract for Architect Services for**  
**South Campus Student Center Renovation**

**ADMINISTRATION RECOMMENDATION/REPORT**

It is recommended that the Board of Trustees delegate authority to the Chancellor to select a firm to provide architectural design services necessary to support the South Campus Student Center renovation project.

**BACKGROUND**

The South Campus Student Center has been designated for renovation with the 2015 Bond program. The proposed renovation will be carried out incrementally, with the east half of second floor and portions of the west half of the first floor being identified as the first phase of the building renovation project.

The groups identified for priority in occupying these renovated spaces are the Learning and Assessment, Student Services, and Registrar and Enrollment Management departments and select student areas. These organizations have been designated “Group I” in this phased building renovation project. The proposed scope of work will provide for the renovation and installation of College standard furniture and office systems within approximately 14,400 square feet of the building’s total 57,325 square feet.

A pool of architect firms was approved by the Board of Trustees at the June 6, 2016 meeting. To assign projects to the firms making up the pool, a review process will be conducted by the College to assess which firm would be best suited for the respective project. Once this review has been conducted, the Chancellor will select the firm which is deemed best suited by the College for design of the South Campus Student Center renovation project.

Architectural design services are classified as professional services pursuant to Section 2254 of the Texas Government Code and are exempt from competitive bidding per Section 44.031(f) of the Texas Education Code.

**IMPACT OF THIS ACTION**

This action will result in improvement of South Campus Student Center workspaces and support areas for thirty-one (31) people within the Learning & Assessment, Student Services, and Registrar & Enrollment Management departments. Additionally, select student areas will be improved.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The fee charged by the selected architectural firm for this project will not exceed the rates approved by the Board in June 2016. This expenditure is funded by the 2015 Bond program as a project development cost for the South Campus Student Center renovation project.

**Purchase Request #6**  
**Regular Board Meeting September 13, 2016**  
**Consideration of Approval to Contract for Architect Services for**  
**South Campus Student Center Renovation**

**MONITORING AND REPORTING TIMELINE**

All services are estimated to be completed within two-hundred seventy (270) calendar days from release to proceed with work. This project will be monitored by San Jacinto College Facilities Services personnel.

**ATTACHMENTS**

None

**RESOURCE PERSONNEL**

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**Consideration of Approval to Purchase Furniture for South Campus Student Center Renovation**

**ADMINISTRATION RECOMMENDATION/REPORT**

The Chancellor recommends the Board of Trustees approve the purchase of furniture from Haworth, Furniture Marketing Group (FMG), and Facility Interiors for the South Campus Student Center renovation project.

**BACKGROUND**

The South Campus Student Center has been designated for renovation with the 2015 Bond program. The proposed renovation will be carried out incrementally in phases, with the east half of second floor and portions of the west side of the first floor as the initial phase in the building renovation project. As part of the first phase renovation, furniture is required to be purchased.

Haworth, FMG, and Facility Interiors were awarded contracts through several cooperative agencies: U.S. Communities contract number 4400003402, National IPA contract number P10-004, and Choice Partners contract number 15/031CG-08 respectively. These contracts comply with the competitive procurement requirement in Section 44.031 of the Texas Education Code and are permitted through Section 791.001(g) of the Texas Government Code.

**IMPACT OF THIS ACTION**

This action will result in improvement of South Campus Student Center workspaces and support areas for thirty-one (31) people within the Learning & Assessment, Student Services, and Registrar & Enrollment Management departments. Additionally, it will provide updates for student areas.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The estimated total combined expenditure is \$200,000 with purchases broken down between Haworth, FMG, and Facility Interiors. Furniture purchases will be funded by the 2015 Bond program and will be managed by the Facilities Services department.

**MONITORING AND REPORTING TIMELINE**

Furniture purchases for this project will be carried out in phases as the incremental renovation of the building progresses. The initial phase of renovation will require two-hundred seventy (270) days to complete. This project will be monitored by San Jacinto College Facilities Services personnel.

**ATTACHMENTS**

None

**RESOURCE PERSONNEL**

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**Consideration of Approval to Contract for North and South Campus Site Planning Services**

**ADMINISTRATION RECOMMENDATION/REPORT**

The Chancellor recommends the Board of Trustees approve a contract with Facilities Programming & Consulting (Facilities Programming) for campus site planning services at the North and South Campuses.

**BACKGROUND**

With the commencement of the 2015 Bond construction, it is prudent that siting, flow, and other geographic concerns be evaluated in order to determine best location for new buildings. The proposed study will provide a comprehensive assessment of the campus's physical configuration, vehicle parking, traffic flows, pedestrian flows, building adjacencies and zones of use, and will make recommendations for not only the new buildings, but also other construction and development at the North and South Campuses for both immediate and future needs.

Architectural services are classified as professional services pursuant to Section 2254 of the Texas Government Code and are exempt from competitive bidding per Section 44.031(f) of the Texas Education Code.

**IMPACT OF THIS ACTION**

This study will provide information necessary to make an informed decision on the placement of the new 2015 Bond funded buildings, impact on proposed renovation, and relationship to infrastructure projects. This study is essential to understand and document the complex relationships between the various projects and allow for best possible sequencing and placement of buildings. Without this study, building placement and relationship to existing campus traffic, parking, and pedestrian movement may not be optimum.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The expenditure for this request is \$147,000. This expenditure is funded by the 2015 Bond program as a project development cost for all of the planned projects proposed for the North and South Campuses.

**MONITORING AND REPORTING TIMELINE**

All services are estimated to be completed within ninety (90) calendar days from release to proceed with work. This work will be monitored by San Jacinto College Facilities Services personnel.

**ATTACHMENTS**

None



**Purchase Request #8**  
**Regular Board Meeting September 13, 2016**

**Consideration of Approval to Contract for North and South Campus Site Planning Services**

**RESOURCE PERSONNEL**

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**Purchase Request #9**  
**Regular Board Meeting September 13, 2016**

**Consideration of Approval for Funds for Sign Language Interpreting Services**

**ADMINISTRATION RECOMMENDATION/REPORT**

The Chancellor recommends that the Board of Trustees approve expenditures for September/October of fiscal year 2016-2017 with Communication Access Ability Group (CAAG).

**BACKGROUND**

In accordance with Title II of the Americans with Disability Act (ADA) and Section 504 of the Rehabilitation Act of 1973, the College provides interpreting services to ensure no individual is denied the benefits of, excluded from participation in, or is otherwise subjected to discrimination from an educational program or activity operated by the College due to impaired sensory, manual, or speaking skills.

CAAG has been providing sign language interpreting services to College departments and students who request them since 2011. Their current contract term extends through August 31, 2016 with no additional renewal options available. In July 2016, a new request for proposals was issued to secure these services, but the procurement process is not yet complete. This request is for authorization to extend the current contract term and approve the expenditure of funds through October which will allow CAAG to continue to provide these required services while the College finalizes a new contract with the selected provider.

**IMPACT OF THIS ACTION**

It is the College's responsibility to provide educational auxiliary aids and services to students with disabilities in a timely manner to ensure effective participation by all students and to remain compliant with the ADA. The number of course hours requiring sign language interpreter services has steadily risen over the years and has exceeded this year's budget projections. Although the College leadership approved hiring five full-time interpreter/educational planners rather than relying solely on an outside contractor for these services, the College has been unable to hire full-time interpreters. Consequently, the College is continuing to utilize an outside provider and will attempt to identify more effective ways to provide services to students.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The estimated expenditure for two months is \$208,000. This expenditure is funded by the department's 2016-2017 operating budget.

**MONITORING AND REPORTING TIMELINE**

None

**ATTACHMENTS**

None

**Purchase Request #9**  
**Regular Board Meeting September 13, 2016**

**Consideration of Approval for Funds for Sign Language Interpreting Services**

**RESOURCE PERSONNEL**

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Joanna Zimmermann	281-922-3455	Joanna.zimmermann@sjcd.edu
Genie Freeman-Scholes	281-998-6349	Genevieve.scholes@sjcd.edu

**Purchase Request #10**  
**Regular Board Meeting September 13, 2016**  
**Consideration of Approval to Contract for Aviation Program**  
**Instruction and Support Services**

**ADMINISTRATION RECOMMENDATION/REPORT**

The Chancellor recommends the Board of Trustees approve a contract for aviation-related instruction and support services from Guidance Management Group for the Aeronautical program.

**BACKGROUND**

The Aeronautical Program provides instruction on the Federal Aviation Administration (FAA) ground school courses in conjunction with external flight providers to students at San Jacinto College. The Professional Pilot Program provides a student with an Associate of Applied Science degree with the successful completion of the ground school course curriculum and co-requisite flight courses. The instruction provides the successful student with the FAA ratings and/or certifications to enter the aviation industry as an entry level flight instructor with local flight providers.

During the last year, the College has experienced difficulties in this program due to a variety of issues including retaining a qualified FAA Chief Ground Instructor. The College has been evaluating the sustainability of the current program and is considering the viability of program options for the future. To this regard, an external contract was sought to provide the necessary qualifications required by the FAA, and to assist with compliance issues identified by the Veterans Administration Office (VA).

Guidance Management Group is the sole qualified provider that will provide an FAA approved chief ground instructor, provide instructional support for all course levels of aeronautical training offered as part of the College's aviation program, and will assist with compliance matters the VA. This procurement is exempt from competitive bidding per Section 44.031(j) of the Texas Education. Sole source number 1465 has been assigned.

**IMPACT OF THIS ACTION**

The Aeronautical program at San Jacinto College currently holds FAA certification as a ground school for instruction under FAA Part 141. One requirement to meet FAA Part 141 certification is to designate a qualified FAA Chief Ground Instructor. If approved, the program will retain its Part 141 certification with the execution of this contract which designates an individual from Guidance Management Group as the College's Chief Ground Instructor and liaison to the FAA. The coordination of flight courses and oversight of the external flight schools will also be included in the responsibilities of the individual. This individual will monitor and update student FAA records and provide internal support for offices that maintain the invoicing of external flight providers. The maintenance of necessary files for the aeronautical program to assist in compliance with the VA will also be required of this individual.

**Purchase Request #10  
Regular Board Meeting September 13, 2016  
Consideration of Approval to Contract for Aviation Program  
Instruction and Support Services**

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The estimated expenditure for this request is \$101,930. This expenditure is funded by the Aeronautical department's 2016-2017 operating budget.

**MONITORING AND REPORTING TIMELINE**

The term of this agreement shall be for the duration of the Fall 2016 term.

**ATTACHMENTS**

None

**RESOURCE PERSONNEL**

Van Wigginton	281-542-2000	Van.wigginton@sjcd.edu
Jeffrey Parks	281-476-1806	Jeffrey.parks@sjcd.edu
Ann Kokx-Temple	281-998-6103	Ann.kokx-temple@sjcd.edu

**Item "A"**  
**Regular Board Meeting September 13, 2016**  
**Approval of the Minutes for the August 15, 2016**  
**Board Workshop and Regular Board Meeting**

**RECOMMENDATION**

The Chancellor requests that the Board of Trustees approve the minutes for the August 15, 2016, Board Workshop and Regular Board Meeting.

**San Jacinto College District Board Workshop  
August 15, 2016  
District Administration Building, Suite 201**

**MINUTES**

	<b>Board Workshop Attendees:</b>	<b>Board Members:</b> Marie Flickinger, Dan Mims, John Moon, Jr., Keith Sinor, Dr. Ruede Wheeler, Larry Wilson <b>Chancellor:</b> Brenda Hellyer <b>Absent:</b> Brad Hance <b>Others:</b> Mini Izaguirre, Chet Lewis, Mandi Reiland, Steve Trncak
	<b>Agenda Item:</b>	<b>Discussion/Information</b>
<b>I.</b>	<b>Call the Meeting to Order</b>	<b>Workshop began at 5:00 p.m.</b>
<b>II.</b>	<b>Roll Call of Board Members</b>	<b>Board Members:</b> Dan Mims, Marie Flickinger, John Moon, Jr., Keith Sinor, Dr. Ruede Wheeler, Larry Wilson <b>Absent:</b> Brad Hance
<b>III.</b>	<b>Adjournment to closed or executive session pursuant to Texas Government Code Section 551.074, of the Texas Open Meetings Act</b>	Adjourned to closed session at 5:01 p.m.  a. 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"> <li>• Validation of evaluation ratings for members of the Strategic Leadership Team</li> <li>• Re-assignments related to retirements, Pathways, and SACSCOC. Chet Lewis, Mandi Reiland, and Steve Trncak were present for this portion of the closed session.</li> </ul>
<b>IV.</b>	<b>Reconvene in Open Meeting</b>	Reconvened in open meeting at 6:11 p.m.

<p><b>V.</b></p>	<p><b>Review 2016 – 2017 Budget</b></p>	<p>Mini Izaguirre was present for this item.</p> <p>Brenda Hellyer asked the Board members if after reviewing the draft budget documents, they had any questions.</p> <p>Brenda explained that Larry Wilson had asked her about the raises for employees. She stated that there is a \$2.4 million compensation pool for raises. For FY17, the salary increases will be 3.0 percent for valuable ratings, 3.5 percent for notable ratings, and 4.0 percent for exceptional ratings.</p> <p>The Board agreed that Chet Lewis would present the 2016 – 2017 budget at the Public Budget Hearing following the Board Workshop.</p> <p>Marie Flickinger asked if Chet had heard any updates on the appraisals from the Harris County Appraisal District. Chet responded that he should have the numbers by August 26, 2016.</p>
<p><b>VI.</b></p>	<p><b>Review 2016 – 2018 Strategic Plan and 2016 – 2017 Annual Priorities</b></p>	<p>Brenda Hellyer reviewed the 2016 - 2018 strategic plan and explained the 2016 – 2017 Annual Priorities.</p> <p>Brenda explained that this action will adopt revisions to the 2018 Strategic Plan including wording changes to the descriptors of the strategic goals and strategy changes. Most significantly, the changes reflected a focus on the next evolution of the College’s student success agenda focused on pathways and eliminating barriers for students. No changes were made to the underlying assumptions and the One College vision. The major changes to the strategic goals were updating the strategies under each goal.</p> <p>Dr. Wheeler asked for Dr. Hellyer to explain the process for establishing a University Center.</p> <p>Brenda explained that Dr. Williamson and Dr. O’Brien are working through the process. Currently, Lamar University is interested in pursuing a partnership with the College. They will need classrooms, and they will want a presence on campus. Brenda explained that we are targeting our ISD partners to create clear pathways for current teachers to obtain their master’s degree at the university center so that they could be credentialed to teach college-level courses. Additionally, we have had conversations with Texas Tech, regarding culinary and science pathways. The plan is to be very specific on what each</p>



		<p>university will bring to the table, and how San Jacinto College and our region will benefit from this partnership.</p> <p>Larry Wilson asked when this will begin.  Brenda explained that we are working on the process now and are reviewing the needs in our area.  Dr. Wheeler asked if the 2015 Bond Program will cover these costs.  Brenda explained that the 2015 Bond Program has dollars set aside in a contingency for special projects which could include a remodel for the university center. Additionally, depending on the location of the university center, there are other renovation dollars available.  Larry Wilson mentioned that the University of Houston is expanding its location in Pearland, and he noticed that Alvin Community College (ACC) is selling the property they have in that area.  Brenda stated that ACC agreed to sell its location because of limited offerings. She believes the site has struggled for a few years. The UHCL-Pearland facility expansion was funded through the last legislative session. UHCL will build a health science/classroom building. She explained that they will continue to offer upper level nursing classes which supports a nursing pathway for ADN to BSN which San Jacinto College helped them design.</p> <p>Marie mentioned that she noticed that there are no San Jac banners in the schools for college days. Marie specifically mentioned Dobie and Beverly Hills and some of the intermediate schools.  Brenda said she would follow up on this.</p> <p>Brenda reviewed the six annual priorities which are as follows:</p> <ul style="list-style-type: none"> <li>• Pathways Design and Implementation (Phase I):  Improve student learning and success including course completion, retention, and credential completion by scaling-up promising student success strategies, by refining processes and scheduling to be more effective and student focused, by identifying and eliminating barriers, and by aligning with employer and transfer university requirements and expectations.</li> <li>• Course Material Access and Cost Reduction for Students: Develop strategies to reduce costs to students while ensuring appropriate and high quality educational</li> </ul>
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		<p>resource materials are available and utilized in the classroom.</p> <ul style="list-style-type: none"> <li>• Fiscal Accountability and Responsibility: Redesign and implement new budget process to focus on strategic priorities, enhance revenues, gain operational efficiencies, meet human and physical resource demands, and eliminate activities that do not enhance student success.</li> <li>• Bond Programs: Plan, design, and construct facilities and infrastructure to meet student, faculty, staff, and employer needs through collaboration with internal teams and industry/business partners to leverage equipment, facilities, and resources.</li> <li>• Talent and Organizational Development: Promote faculty and staff excellence and retention through professional development opportunities targeted at teaching and learning, student success, leadership, and diversity.</li> <li>• Positioning for the Future: Develop an understanding of and plans for addressing the changing landscape in higher education nationally, state-wide, and locally and identify ways for the College to expand its competitive advantage.</li> </ul> <p>Brenda explained that each SLT member has prepared detailed action plans based on the annual priorities. These plans are then rolled out across the College for implementation. Brenda explained that she would like the Board to review the College’s mission and vision at an upcoming meeting.</p>
<p><b>VII.</b></p>	<p><b>Update on Fall 2016 Enrollment</b></p>	<p>Brenda Hellyer reviewed the registration counts as of August 15, 2016.</p> <p>The College-wide unduplicated headcount is up 1.2 percent from last year. The college-wide total of funded contact hours is up 1.1 percent. These numbers include all students who have paid their tuition.</p> <p>Brenda explained that the goal for increase from last year is 3 percent.</p> <p>Larry asked if paid includes athletics students</p>

		<p>Brenda said these numbers do include scholarship students.</p> <p>There has been college-wide work and efforts to increase enrollment.</p>
<b>VIII.</b>	<b>Review Bond Refinancing Activity</b>	<p>Chet Lewis explained that Moody’s and S&amp;P both reaffirmed the College at the same ratings of Aa2 for Moody’s and AA for S&amp;P. The plan is to sell bonds on Thursday.</p>
<b>IX.</b>	<b>Review Proposed Electioneering Procedures</b>	<p>Brenda Hellyer distributed the proposed electioneering procedures and asked the Board for input. She recommends the College create a policy and have supporting procedures for electioneering activities.</p> <p>Larry asked who is going to implement the procedures. He explained that you can put this in place but it will be hard to monitor.</p> <p>Marie asked what “designated area” means. She thinks we need to spell that out specifically.</p> <p>Chet explained that they can use the bathroom, they can vote, but they cannot campaign or do “campaign activities.”</p> <p>John Moon, Jr. is concerned about prohibiting canopies or umbrellas.</p> <p>Brenda explained that Chet will modify that language and we can add a designated area for canopies and umbrellas.</p> <p>Brenda said that Harris County recommended that we develop procedures and adopt them. Chet Lewis will develop the policy, and it will be brought to the Board next month for approval.</p>
<b>X.</b>	<b>Discuss Proposed Process for Concealed Carry Procedures</b>	<p>Brenda Hellyer gave an update on where we are in the process for the concealed carry procedures. She explained that last year, she held sessions at each campus in which she presented educational information on the law and how the College would approach the process. Note cards with questions from employees were collected at the sessions and anyone could submit questions on the College’s website. A survey to College employees went out in March or April that was designed to collect opinions on the process. A task force will be formed and 213 people volunteered to participate. Chet is going to lead the task force with Chief Caldwell and Jerusha Kasch. There will be representation on the task force of faculty, staff, administrators, and students.</p>

	<p>The Student Government Association held a survey on campus for students. The College will do a more comprehensive survey when classes go back in session.</p> <p>Brenda met with and submitted an information packet to Greg Smith, the superintendent of Clear Creed ISD. She will be sending this to all of the superintendents of the ISDs in our area.</p> <p>The plan is to bring draft recommendations to the Board workshop in January or February for review. The procedures must be implemented by August 2017. There may be a need for additional workshops to answer Board questions.</p> <p>Dan wanted to make sure that the task force is familiar with the regulations and law from the State. Brenda stated that the task force will be knowledgeable of Senate Bill 11. Chief Caldwell has analyzed what the four year universities have done so far. Brenda will continue to monitor what comes out of legislature this upcoming session.</p> <p>Keith Sinor stated that people can already carry on campus it is just done illegally. He explained that he does not understand why there is fear on campus regarding the implementation of this law. Brenda explained that it seems there is a lack of understanding around campus carry and the law.</p> <p>Brenda explained that many questions from the survey were regarding how the police will know the difference between those that are legally allowed to carry a handgun, and those that are carrying illegally. The task force will recommend training requirements that specifically address this concern.</p> <p>Marie explained that there was a session that the South Belt Chamber sponsored that Judge Joann Delgado held on campus carry. There were not many employees from San Jacinto College in attendance.</p> <p>Dan has reviewed the data regarding the number of people that have licenses to carry in Texas versus how many employees the College has and the age of our students. He does not think that that many people will carry or that this will be an issue.</p> <p>Brenda wanted to make sure the Board was aware of the timeline and the progress on the process so far. She stated that she will update them with information in the future.</p>
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<b>XI.</b>	<b>General Discussion of Meeting Items</b>	Brenda explained that after the Board received their Board books there was a date changed on action item XIV for the agreement with Harris County Department of Education. The item that will be voted on tonight has a start date of September 20, 2016.
<b>XII.</b>	<b>Calendar</b>	Brenda reviewed the Board calendar.
<b>XIII.</b>	<b>Adjournment</b>	Workshop adjourned at 6:53 p.m.

**San Jacinto College District  
Board Meeting Minutes**

**August 15, 2016**

**The Board of Trustees of the San Jacinto Community College District met at 7:00 p.m., Monday, August 15, 2016, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas, for the Public Budget Hearing and Regular Board Meeting.**

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

**Absent:** Brad Hance

**Chancellor:** Brenda Hellyer

**Others Present:**

Joshua Banks	Bryan Jones	Roger Watkins
Dean Barnes	Michael Kane	Van Wigginton
Rhonda Bell	Tami Kelly	Qeturah Williams
Allen Bourque	Ann Kokx-Templett	Laurel Williamson
Pam Campbell	Chet Lewis	Joshua Wilson
Jahmal Clemons	Larry Logsdon	
Janet Cowey	Kevin McKisson	
Teri Crawford	Kelly Mizell	
Suzanne DeBlanc	Kevin Morris	
Anita Dewease	Catherine O'Brien	
Bill Dickerson	Alexander Okwonna	
Bill Dowell	Jeff Parks	
Chris Duke	Jeannie Peng-Mansyur	
Kenneth English	Bill Raffetto	
Amanda Fenwick	Shelley Rinehart	
George González	Martha Robertson	
Rebecca Goosen	Shawn Silman	
Allatia Harris	Debbie Smith	
Linda Harrison	Danny Snooks	
Clare Iannelli	Janice Sullivan	
Mini Izaguirre	Rob Stanicic	
Sallie Kay Janes	Steve Trncak	
Brenda Jones	Andrea Vasquez	

<b>Public Budget Hearing:</b>	<p>Chair Dan Mims called the hearing to order at 7:01 p.m. Chet Lewis reviewed the 2016 – 2017 budget presentation. There were no comments from the public.</p> <p>Marie Flickinger asked Chet to explain the interpreting services budget. Chet explained that the College has many hearing impaired students that require interpreting services. We are required by law to provide these services. This service is outsourced. In the past, the College had not been allocating sufficient budget for these services so that is why there is an increase in the budget allocation for the 2016-2017 fiscal year.</p> <p>Marie asked Chet about the amount of increase in auxiliary services budget and if this was for scholarships. Chet explained that this increase is for scholarships in the athletics area.</p> <p>The hearing was adjourned at 7:16 p.m.</p>
<b>Call the Meeting to order:</b>	Chair Dan Mims called the regular meeting of the Board of Trustees to order at 7:16 p.m.
<b>Roll Call of Board Members:</b>	<p>Marie Flickinger  John Moon, Jr.  Keith Sinor  Dr. Ruede Wheeler  Larry Wilson</p>
<b>Absent:</b>	Brad Hance
<b>Invocation and Pledges to the Flags:</b>	The invocation was given by Dr. Laurel Williamson. The pledges to the American flag and the Texas flag were led by John Moon, Jr.
<b>Special Announcements, Recognitions, and Presentations:</b>	<ol style="list-style-type: none"> <li>1. Dr. Laurel Williamson recognized Chris Duke for being elected to the Liberal Education and America’s Promise Board of Directors.</li> <li>2. Teri Crawford recognized the marketing department for receiving the Public Relations Society of America Houston Gold Excalibur Award for the 2015 Bond Public Relations Campaign.</li> </ol>
<b>Student Success Presentations:</b>	<ol style="list-style-type: none"> <li>1. Dr. Laurel Williamson presented an update on the College’s Pathways work.</li> </ol>
<b>Communications to the Board:</b>	<ol style="list-style-type: none"> <li>1. A thank you was sent to the Board from LaToya Gilmore for the plant sent in memory of her grandmother.</li> <li>2. A thank you was sent to the Board from Jeff Parks for the plant sent in memory of his father.</li> </ol>

**Hearing of Such  
Citizens or  
Groups of  
Citizens Desiring  
to be Heard  
Before the Board:**

There were no citizens desiring to be heard before the Board.

**Informative  
Reports:**

Dan Mims indicated such reports were in the board documents.

**Motion 9725  
Consideration of  
Approval of  
Amendment to  
the 2015-2016  
Budget for  
Restricted  
Revenue and  
Expenses Relating  
to Federal and  
State Grants**

Motion was made by Larry Wilson, seconded by Dr. Ruede Wheeler, for Approval of Amendment to the 2015-2016 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants.

**Motion Carried.**

**Yeas:** Flickinger, Moon, Jr., Sinor, Wilson, Wheeler

**Nays:** None

**Motion 9726  
Consideration of  
Approval of  
Revisions to the  
Strategic Plan  
and Approval of  
the 2016 – 2017  
Annual Priorities  
for San Jacinto  
College**

Motion was made by Keith Sinor, seconded by John Moon, Jr., for approval of Revisions to the Strategic Plan and Approval of the 2016 – 2017 Annual Priorities for San Jacinto College.

**Motion Carried.**

**Yeas:** Flickinger, Moon, Jr., Sinor, Wilson, Wheeler

**Nays:** None

**Motion 9727  
Consideration of  
Approval of the  
Renewal of the  
Articulation  
Agreement  
Between San  
Jacinto  
Community  
College District  
and Lamar  
University  
Department of  
Industrial  
Engineering**

Motion was made by Dr. Ruede Wheeler, seconded by Larry Wilson, for approval of the Renewal of the Articulation Agreement Between San Jacinto Community College District and Lamar University Department of Industrial Engineering.

**Motion Carried.**

**Yeas:** Flickinger, Moon, Jr., Sinor, Wilson, Wheeler

**Nays:** None



**Motion 9728  
Consideration of  
Approval of  
Memorandum of  
Understanding  
Between Galena  
Park Independent  
School District  
and San Jacinto  
College District  
for Use of  
Facilities**

Motion was made by John Moon, Jr., seconded by Keith Sinor, for approval of Memorandum of Understanding Between Galena Park Independent School District and San Jacinto College District for Use of Facilities.

**Motion Carried.**

**Yeas:** Flickinger, Moon, Jr., Sinor, Wilson, Wheeler

**Nays:** None

**Motion 9729  
Consideration of  
Approval of Clear  
Horizons Early  
College High  
School  
Memorandum of  
Understanding**

Motion was made by Keith Sinor, seconded by Marie Flickinger, for Approval of Clear Horizons Early College High School Memorandum of Understanding.

**Motion Carried.**

**Yeas:** Flickinger, Moon, Jr., Sinor, Wilson, Wheeler

**Nays:** None

**Motion 9730  
Consideration of  
Approval of  
Memorandum of  
Understanding  
Between Harris  
County  
Department of  
Education and  
San Jacinto  
College District**

Motion was made by Dr. Ruede Wheeler, seconded by John Moon, Jr., for Consideration of Approval of Memorandum of Understanding Between Harris County Department of Education and San Jacinto College District. Dan Mims stated that the start date of the agreement is September 20, 2016. The date that was in your Board book has been updated.

**Motion Carried.**

**Yeas:** Flickinger, Moon, Jr., Sinor, Wilson, Wheeler

**Nays:** None

**Motion 9731  
Consideration of  
Approval of  
Pasadena Early  
College High  
Schools  
Memorandum of  
Understanding**

Motion was made by John Moon, Jr., seconded by Keith Sinor, for Approval of Pasadena Early College High Schools Memorandum of Understanding.

**Motion Carried.**

**Yeas:** Flickinger, Moon, Jr., Sinor, Wilson, Wheeler

**Nays:** None

**Motion 9732  
Consideration of  
Approval of  
Proposed Budget  
for 2016 – 2017**

Motion was made by Dr. Ruede Wheeler, seconded by Larry Wilson, for Approval of Proposed Budget for 2016 – 2017.

**Motion Carried.**

**Yeas:** Flickinger, Moon, Jr., Sinor, Wilson, Wheeler  
**Nays:** None

**Motion 9733**  
**Consideration of**  
**Approval of the**  
**2017 Board of**  
**Trustees Meeting**  
**Dates**

Motion was made by John Moon, Jr., seconded by Keith Sinor, for Approval of the 2017 Board of Trustees Meeting Dates.  
**Motion Carried.**

**Yeas:** Flickinger, Moon, Jr., Sinor, Wilson, Wheeler  
**Nays:** None

**Motion 9734**  
**Consideration of**  
**Approval of**  
**Reauthorization**  
**of the Full-time**  
**Salary Schedules,**  
**Part-time Hourly**  
**Pay Rates, and**  
**Stipends and**  
**Market**  
**Premiums for**  
**2016-2017**

Motion was made by Larry Wilson, seconded by Dr. Ruede Wheeler, for Approval of Reauthorization of the Full-time Salary Schedules, Part-time Hourly Pay Rates, and Stipends and Market Premiums for 2016-2017.  
**Motion Carried.**

**Yeas:** Flickinger, Moon, Jr., Sinor, Wilson, Wheeler  
**Nays:** None

**Motion 9735**  
**Consideration of**  
**Approval of the**  
**Annual Review of**  
**the Investment**  
**Policy and**  
**Strategy of the**  
**College**

Motion was made by John Moon, Jr., seconded by Keith Sinor, for Approval of the Annual Review of the Investment Policy and Strategy of the College.

**Motion Carried.**

**Yeas:** Flickinger, Mims, Moon, Jr., Sinor, Wilson, Wheeler  
**Nays:** None

**Motion 9736**  
**Consideration of**  
**Purchasing**  
**Requests**

Motion was made by Dr. Ruede Wheeler, seconded by John Moon, Jr., for approval of the purchasing requests.

IFB #16-16	
Welding Machine Trainers	\$265,000
RFP #16-27	
Advanced Manufacturing Training Courses	100,000
RFP #16-24	
Moving Services	150,000
Purchase Request #1 -	
Annual Renewals	35,193,526

Purchase Request #2 - Purchasing Cooperatives	-
Purchase Request #3 - Data Networking Equipment	3,100,000
Purchase Request #4 K-Sim Engine Full Mission Trainer	697,000
Purchase Request #5 - Graduation Event License	<u>108,000</u>
GRAND TOTAL:	\$39,613,526

**Motion Carried.**

**Yeas:** Flickinger, Moon, Jr., Sinor, Wilson, Wheeler

**Nays:** None

**Motion 9737  
Consent Agenda**

Motion was made by Larry Wilson, seconded by Keith Sinor, to approve the consent agenda.

**Motion Carried.**

**Yeas:** Flickinger, Moon, Jr., Sinor, Wilson, Wheeler

**Nays:** None

**Adjournment:**

Meeting Adjourned at 7:47 p.m.

## **ADMINISTRATION RECOMMENDATION/REPORT**

The Chancellor recommends that the Board of Trustees approve budget transfers for 2015-2016 which have been made in accordance with State accounting procedures.

### **BACKGROUND**

Adoption of the budget by the Board of Trustees in August 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 viable 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**

Chet Lewis	281-998-6306	chet.lewis@sjcd.edu
Mini Izaguirre	281-998-6347	mini.izaguirre@sjcd.edu

SAN JACINTO COLLEGE DISTRICT  
 Budget Transfers For The September 13, 2016 Board Meeting  
 Budget Transfers Related to Fiscal Year 2015-2016

DISTRICT	ELEMENT OF COST	DEBIT	CREDIT
	INSTRUCTION	-	-
	PUBLIC SERVICE	-	-
	ACADEMIC SUPPORT	701	1,663
	STUDENT SERVICES	850	10,000
	INSTITUTIONAL SUPPORT	10,346	9,898
	PHYSICAL PLANT	2,988	-
	AUXILIARY ENTERPRISES	-	-
CENTRAL	INSTRUCTION	41,264	159,411
	PUBLIC SERVICE	-	-
	ACADEMIC SUPPORT	121,256	1,410
	STUDENT SERVICES	-	-
	INSTITUTIONAL SUPPORT	-	-
	PHYSICAL PLANT	-	-
	AUXILIARY ENTERPRISES	-	-
NORTH	INSTRUCTION	3,049	-
	PUBLIC SERVICE	-	-
	ACADEMIC SUPPORT	-	500
	STUDENT SERVICES	-	-
	INSTITUTIONAL SUPPORT	-	-
	PHYSICAL PLANT	-	-
	AUXILIARY ENTERPRISES	-	-
SOUTH	INSTRUCTION	214,896	1,671
	PUBLIC SERVICE	-	-
	ACADEMIC SUPPORT	965	213,157
	STUDENT SERVICES	1,394	-
	INSTITUTIONAL SUPPORT	-	-
	PHYSICAL PLANT	-	-
	AUXILIARY ENTERPRISES	-	-
		<b>397,709</b>	<b>397,709</b>

These transfers reflect adjustments of budgetary allocations between campuses and departments.

**RECOMMENDATION**

Recommend Board approval of the following Affiliation Agreements:

**Central Campus**

Department

Medical Imaging Program

Affiliation Entity

The Rose

**South Campus**

Department

School of Nursing

Affiliation Entity

Texas Tech University Health  
Sciences Center

Master Clinical Affiliation Agreement

Lamar University

**North Campus**

Department

Emergency Technician

Affiliation Entity

PHI Air Medical

Emergency Medical Technician

Baylor College of Medicine

Emergency Medical Technician

CHCA Bayshore, LP d/b/a Bayshore  
Medical Center

**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 September 13, 2016**  
**Approval of the Next Regularly Scheduled Meeting**

**RECOMMENDATION**

The next regularly scheduled meeting of the Board of Trustees will be Monday, October 10, 2016.