

San Jacinto College District Board Workshop April 4, 2022

The Board of Trustees of the San Jacinto Community College District met at 5:00 p.m., Monday, April 4, 2022, in Room 201 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

MINUTES

	Board Workshop Attendees:	Board Members: Erica Davis Rouse, Marie Flickinger, Dan Mims, John Moon, Jr., Keith Sinor, Dr. Ruede Wheeler, Larry Wilson Chancellor: Brenda Hellyer Other: Jim Byrom (attorney – via conference call), Teri Crawford, Melissa Mihalick (attorney – via conference call), Sandra Ramirez, Mandi Reiland, Laurel Williamson, Teri Zamora
	Agenda Item:	Discussion/Information
I.	Call the Meeting to Order	Board Chair, Marie Flickinger, called the workshop to order at 5:01 p.m.
II.	Roll Call of Board Members	Board Chair Flickinger conducted a roll call of the Board members: Erica Davis Rouse Marie Flickinger Dan Mims (arrived during closed session) John Moon, Jr. Keith Sinor Dr. Ruede Wheeler Larry Wilson (arrived during closed session)
III.	Adjournment to closed or executive session pursuant to Texas Government Code Section 551.071 and 551.074 of the Texas Open Meetings Act, for the following	Board Chair Flickinger adjourned to closed session at 5:03 p.m. The Board members listed above as attending, Chancellor Brenda Hellyer, Sandra Ramirez, Mandi Reiland, and Teri Zamora were present for the closed session. Teri Crawford attended a portion of the closed session as indicated below.

	<p>purposes: Legal Matters and Personnel Matters</p>	<p>a. Legal Matters - For the purpose of a private consultation with the Board’s attorney on any or all subjects or matters authorized by law.</p> <ul style="list-style-type: none"> • Conference call with attorney Jim Byrom. Teri Crawford attended this portion of the legal matters. • Conference call with attorney Melissa Mihalick <p>b. Personnel Matters - For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee.</p> <ul style="list-style-type: none"> • Board member Larry Wilson arrived for this portion.
	<p>Reconvene in Open Meeting</p>	<p>Board Chair Flickinger reconvened to open meeting at 6:17 p.m.</p>
<p>IV.</p>	<p>Review of Market Premiums and Stipends</p>	<p>Sandra Ramirez provided an overview of the market premium increases for nursing and respiratory care instructors. The College currently has seven Associate Degree Nursing (ADN) and five vocational nursing positions posted. One Bachelor’s of Science in Nursing (BSN) position will also be posted.</p> <p>She explained that Human Resources met with the Health and Natural Sciences Deans in early March to discuss how to retain and recruit nursing staff. The current situation is reminiscent of what occurred in 2018-2019 when the College had a nursing shortage, which resulted in increasing the market premium. She reported that there is a nationwide shortage of nurses and nursing instructors. This has been an ongoing situation and COVID made it worse, which has increased the difficulty to hire and attract nurses. Hospitals are offering sign on bonuses in the amount of \$10,000 - \$20,000.</p> <p>She provided an overview of what the Deans recommended for revisions to the 2021-2022 stipends and market premium salary schedule, including a one-time stipend payment for the Certified Nurse Educators certification. The College is looking at increasing the BSN, ADN, and Vocational Nursing (VN) faculty annual premium to \$18,000. The respiratory care faculty will receive an increase in market premium to \$800 per month. The market premium for part-time nursing faculty will increase from \$5 to \$8 per contact hour. The total</p>

		<p>projected cost for these increases is \$506,778. This recommendation is being brought to the Board to be put into effect immediately. Sandra provided data showing an increase of the turnover rates for the nursing faculty since fiscal year 2017.</p> <p>Erica Davis Rouse asked what the respiratory care faculty pay is currently. Sandra responded that their current market premium is \$3,336 a year and this increased premium will put them at \$9,600 a year.</p> <p>Brenda explained that this increase in pay would be effective immediately so recruiting can begin, and adjustments will also be made for current faculty. She assured the Board that we have the budget for this increase, and we anticipate this will help with recruitment and retention. This increase is required for us to continue the quality of our nursing programs.</p> <p>The Board members agreed that this is a good plan.</p>
<p>V.</p>	<p>Review Requirement of Annual Cybersecurity Compliance Training for Board Members</p>	<p>Brenda informed the Board that their Cybersecurity Compliance Training is due on Monday, May 2. An email with a link to access the video they are required to watch will be sent to them tomorrow, April 5.</p>
<p>VI.</p>	<p>Notification of Program Closure, Interior Design</p>	<p>Brenda explained the Board has an action item on the Interior Design program closure for this evening’s meeting. This will include the Associate of Applied Science (AAS) and the Level 2 Certificate.</p> <p>Dr. Laurel Williamson provided an overview of this closure. This is a technical program with courses that will not transfer for a bachelor’s degree pathway, and there are limited jobs available for an interior design associate’s degree. A new program will be developed as an Associate of Arts degree which will transfer to a four-year institution either in the Fine Arts or the Architecture department. She added that the College has worked with our frequently transferred institutions and found the best aligned program is at Sam Houston State University (SHSU). There is an agreement in place with them, and we are working to define a pathway for a transition into SHSU’s interior design program.</p>

		<p>Brenda explained that we are recommending closing the current program, including the degree and certificate, and will provide a teach-out for the remaining 29 students. This action will then be communicated to the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC).</p> <p>The Board had no questions regarding this item.</p>
<p>VII.</p>	<p>Review Insurance Renewals</p>	<p>Teri Zamora provided an update on the College’s insurance coverage. Last year, we had \$908 million in assets covered by our insurance. Next year’s coverage will be at \$1.039 billion. These amounts are calculated on a replacement cost basis which is graded by how critical it is to replace a building. The plan is to increase the insurable value on the College’s property insurance by \$131 million (14.4 percent) and liability/casualty coverage by \$31,527 million (10.06 percent). She provided a chart to show what each increase in funds will cover.</p> <p>Erica asked if cyber liability covers if the College was to get hacked and had to pay ransom. Teri responded that it goes into that area but is not comprehensive on coverages.</p> <p>Teri covered unemployment insurance and explained the College contracts through an interlocal agreement with the Texas Association of School Boards (TASB) which includes an “insurance-like product”. This product is not an insurance policy but acts as one. The premiums are based on:</p> <ul style="list-style-type: none"> • Prior college year’s total gross wages • Projected unemployment claims • College’s claims experience for previous four years • Spike occurred in fiscal year 2021 rates due to COVID <p>Brenda added that the Board is being asked to vote on these items as purchase requests this evening.</p>
<p>VIII.</p>	<p>Review Conveyance of Irrigation, Landscape and Sidewalk Facilities to Generation Park Management District</p>	<p>Teri explained that part of the College’s master plan for building at Generation Park was to install sidewalks and irrigation systems and provide landscaping along Lockwood Road according to the specifications of Generation Park Management District. This concept promotes a uniform look near roadways for the entirety of Generation Park. The sidewalks, irrigation systems, and landscaping along the roadways will be transferred for a price of \$10 to the</p>

		Generation Park Management District, who will accept responsibility for the future maintenance and upkeep of infrastructure.
IX.	Update on State and Federal Legislative Sessions	Brenda provided an update on the state and federal legislative sessions. On the federal side, the Omnibus Appropriations Act was approved and includes \$585,000 in Community Project Funding for the College’s EDGE Center. Congressman Troy Nehls sponsored this initiative. Teri Crawford is working through other requests for the next fiscal year. Representative Sylvia Garcia is still working on funding for the Maritime Centers of Excellence Program. On the State side, the Texas Higher Education Coordinating Board (THECB) has released their updated strategic plan. This strategic plan takes the same goals of the previous 60x30 TX plan but expands on the successes and progress of them and targets adult learners.
X.	Review of Calendar	<p>Brenda reviewed the calendar with the Board and asked them to let Mandi Reiland know if they would like to attend any of the events on the calendar.</p> <p>She informed the Board that the April 19 Building and Finance Committee meetings are being cancelled.</p> <p>She thanked the Board members who have sponsored the Foundation gala and reminded them of the date and details.</p>
XI.	General Discussion of Meeting Items	Additional support items around purchasing items were provided to the Board.
XII.	Adjournment	Board Chair Flickinger adjourned the meeting at 6:46 p.m.