

**San Jacinto College District
Regular Board Meeting Minutes**

August 7, 2023

The Board of Trustees of the San Jacinto Community College District met at 7:00 p.m., Monday, August 7, 2023, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas for a regularly scheduled Board Meeting.

Attendance

Present:

Members: Dr. Michelle Cantú-Wilson, Marie Flickinger, John Moon, Jr., Dan Mims, Keith Sinor, Larry Wilson

Absent:

Members: Erica Davis Rouse

Chancellor: Dr. Brenda Hellyer

Others Present: Rhonda Bell, Jacquelynn Conger, Destry Dokes, Dianne Duron, Teddy Farias, Amanda Fenwick, Elizabeth Garcia, Rachel Garcia, Allatia Harris, Damon Harris, Rosie Helms, Mary Hind, Bo Hopper, Carin Hutchins, Sallie Kay Janes, Bryan Jones, Merri Joyas, Matt Keim, Aaron Knight, Lauren Lowe, DeRhonda McWaine, Lamar McWaine, Courtney Morris, Kevin Morris, Chelsea Nakayama, Alexander Okwonna, JR Ragaisis, Sandra Ramirez, Mandi Reiland, Shelley Rinehart, Thomas Schoenbein, Chuck Smith, Janice Sullivan, Earle Thomas, Ernesto Wallmark, Niki Whiteside, Van Wigginton, Chris Wild, Laurel Williamson, Teri Zamora, Joanna Zimmermann

I. Call the Meeting to Order

Chair Flickinger called the regular meeting of the Board of Trustees to order at 7:03 p.m.

II. Roll Call of Board Members

Chair Flickinger conducted a roll call of the Board members:

Dr. Michelle Cantu-Wilson
Erica Davis Rouse (absent)
Marie Flickinger
Dan Mims
John Moon, Jr.
Keith Sinor
Larry Wilson

III. Moment of Silence, Invocation, and Pledges to Flags

The moment of silence and invocation were led by Sandra Ramirez. The pledges to the American flag and the Texas flag were led by Keith Sinor.

IV. Special Announcements, Recognitions, Introductions, and Presentations

1. Amanda Fenwick recognized the External Affairs Department for winning Excalibur Awards.
2. Teri Zamora presented the Monument Award to the Staff Organization.
3. Rosselle Helms and Mary Hind presented the Staff Organization End-of-Year Report.

V. Communications to the Board of Trustees

The following items were reviewed and distributed to the Board as communication items:

1. July Opportunity News
2. August Opportunity News
3. Summer 2023 Career Focus
4. A thank you was sent to the Board from the family of Ahren Rothrock for the plant sent in his memory.
5. A thank you was sent to the Board from Laurel Williamson for the plant sent in memory of her mother.
6. A thank you was sent to the Board from Brenda Hellyer for the plant sent in memory of her father.

VI. Public Comment

There were no citizens signed up to speak before the Board.

VII. Informative Reports to the Board

Chair Flickinger indicated such reports were available in the Board documents and online.

A. San Jacinto College Financial Statements

1. San Jacinto College Monthly Financial Statements June 2023
2. San Jacinto College Monthly Financial Statements May 2023
3. San Jacinto College Monthly Investment Report June 2023
4. San Jacinto College Monthly Investment Report May 2023
5. San Jacinto College Quarterly Investment Report March - May 2023

B. San Jacinto College Foundation Financial Statements

1. June 2023
2. May 2023

C. Capital Improvement Program

1. June 2023
2. May 2023

VIII. Assignments for Board Committees and San Jacinto College Foundation - For Information Only

Chair Marie Flickinger appointed the membership of each committee as follows:

Building Committee:

1. Keith Sinor, Committee Chair
2. Dr. Michelle Cantú-Wilson
3. John Moon, Jr.

Finance Committee:

1. Dan Mims, Committee Chair
2. Erica Davis Rouse
3. Larry Wilson

As Chair, Trustee Flickinger will serve on both committees.

Trustees to serve on the Board of Directors for the San Jacinto College Foundation:

1. Dan Mims
2. John Moon, Jr.
3. Keith Sinor

IX. Consideration of Approval of Investment Strategy and Annual Review and Approval of the College's Investment Policy - Second Reading

Motion 10282:

Motion moved by Larry Wilson and motion seconded by Dan Mims. Motion carried.

Yeas: Cantú-Wilson, Mims, Moon, Jr., Sinor, Wilson

Nays: None

X. Consideration of Approval of Revised Dual Credit Tuition Exemption for Fiscal Year 2024

Motion 10283:

Motion moved by Keith Sinor and motion seconded by Dr. Michelle Cantú-Wilson. Motion Carried.

Yeas: Cantú-Wilson, Mims, Moon, Jr., Sinor, Wilson

Nays: None

XI. Consideration of Approval of Amendments to Memorandums of Understanding with Independent School Districts for Dual Credit

Motion 10284:

Motion moved by John Moon, Jr. and motion seconded by Larry Wilson. Motion Carried.

Yeas: Cantú-Wilson, Mims, Moon, Jr., Sinor, Wilson
Nays: None

XII. Consideration of Approval to Increase Contribution Rate for the Optional Retirement Program

Motion 10285:

Motion moved by Dan Mims and motion seconded by John Moon, Jr. Motion Carried.

Yeas: Cantú-Wilson, Mims, Moon, Jr., Sinor, Wilson
Nays: None

XIII. Consideration of Recommendation to Adopt a Tax Rate that is not in Excess of the Voter-Approval Tax Rate

Motion 10286:

Motion moved by Larry Wilson and motion seconded by John Moon, Jr. Motion Carried.

Yeas: Cantú-Wilson, Mims, Moon, Jr., Sinor, Wilson
Nays: None

XIV. Consideration of Approval of Revisions to the 2023-2024 Annual Priorities

Motion 10287:

Motion moved by Dr. Michelle Cantú-Wilson and motion seconded by Dan Mims.
Motion Carried.

Yeas: Cantú-Wilson, Mims, Moon, Jr., Sinor, Wilson
Nays: None

XV. Consideration of Approval of the Proposed 2023-2024 Budget

Teri Zamora presented the proposed 2023-2024 Budget.

Motion 10288:

Motion moved by Dan Mims and motion seconded by John Moon, Jr. Motion Carried.

Yeas: Cantú-Wilson, Mims, Moon, Jr., Sinor, Wilson
Nays: None

XVI. Consideration of Approval of the Awarding of a Posthumous Degree

Motion 10289:

Motion moved by Keith Sinor and motion seconded by John Moon, Jr. Motion Carried.

Yeas: Cantú-Wilson, Mims, Moon, Jr., Sinor, Wilson
Nays: None

- XVII. Consideration of Approval of Amendment to the 2022-2023 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants

Motion 10290:

Motion moved by John Moon, Jr. and motion seconded by Dr. Michelle Cantú-Wilson.
Motion Carried.

Yeas: Cantú-Wilson, Mims, Moon, Jr., Sinor, Wilson
Nays: None

- XVIII. Consideration of Approval of Part-Time Rate Changes, Stipend and Market Premium Changes, and Reauthorization of the Full-time Salary Schedules for 2023-2024

Motion 10291:

Motion moved by Larry Wilson and motion seconded by Keith Sinor. Motion Carried.

Yeas: Cantú-Wilson, Mims, Moon, Jr., Sinor, Wilson
Nays: None

- XIX. Consideration of Approval of the 2024 Board of Trustees Regularly Scheduled Meeting Dates

Motion 10292:

Motion moved by John Moon, Jr. and motion seconded by Dr. Michelle Cantú-Wilson.
Motion Carried.

Yeas: Cantú-Wilson, Mims, Moon, Jr., Sinor, Wilson
Nays: None

- XX. Consideration of Approval Memorandum of Understanding with Galena Park ISD to continue an Early College High School

Motion 10293:

Motion moved by Dan Mims and motion seconded by John Moon, Jr. Motion Carried.

Yeas: Cantú-Wilson, Mims, Moon, Jr., Sinor, Wilson
Nays: None

- XXI. Consideration of Approval of Memorandum of Understanding with Friendswood ISD for Dual Credit

Motion 10294:

Motion moved by Dr. Michelle Cantú-Wilson and motion seconded by Keith Sinor.
Motion Carried.

Yeas: Cantú-Wilson, Mims, Moon, Jr., Sinor, Wilson

Nays: None

- XXII. Consideration of Approval of Memorandum of Understanding with Sheldon ISD to Continue Sheldon Early College High School

Motion 10295:

Motion moved by John Moon, Jr. and motion seconded by Larry Wilson. Motion Carried.

Yeas: Cantú-Wilson, Mims, Moon, Jr., Sinor, Wilson

Nays: None

- XXIII. Consideration of Approval Authorizing the Chancellor to Negotiate and Execute Alliance Agreement with National Institute for Bioprocessing Research and Training

Motion 10296:

Motion moved by Dr. Michelle Cantú-Wilson and motion seconded by Keith Sinor.
Motion Carried.

Yeas: Cantú-Wilson, Mims, Moon, Jr., Sinor, Wilson

Nays: None

- XXIV. Consideration of Purchasing Requests

Motion 10297:

Motion moved by Dan Mims and motion seconded by Keith Sinor. Motion Carried.

Purchase Request #1

Consideration of Approval of Annual Renewals and Expenditures

\$44,083,150

Purchase Request #2

Consideration of Approval of Purchasing Cooperatives

\$700

Purchase Request #3

Consideration of Approval of Expenditure Limits for Professional Services Pool

\$4,250,000

Purchase Request #4

Consideration of Approval to Award Architectural Services Pool

\$1,000,000

Purchase Request #5
Consideration of Approval to Contract for North Campus Electrical Infrastructure Upgrade
\$3,000,120

Purchase Request #6
Consideration of Delegation of Authority to Contract for South Campus Parking Lot No. 9 Reconstruction Project
\$2,700,000

Purchase Request #7
Consideration of Approval to Contract for Media Buying & Placement Services
\$2,870,000

Purchase Request #8
Consideration of Approval to Contract for Carpet & Flooring Services
\$200,000

Purchase Request #9
Consideration of Approval to Purchase Subscription IT Support Services
\$1,554,304

Purchase Request #10
Consideration of Approval to Renew the Contracts for Flood Insurance
\$255,126

Purchase Request #11
Consideration of Approval for Additional Funds for City Utility Fees and Permits
\$200,000

Purchase Request #12
Consideration of Approval to Purchase Graduation Event License
\$160,000

Purchase Request #13
Consideration of Approval to Purchase Adobe Creative Cloud Licenses
\$130,000

Purchase Request #14
Consideration of Approval of Additional Funds for Printing Services
\$75,000

Purchase Request #15
Consideration of Approval of Additional Funds for Promotional Items
\$25,000

Purchase Request #16
Consideration of Approval of Additional Funds for Engineering Services for the Utility Interconnection Assessment of Central Campus Solar PV Project
\$140,000

TOTAL OF PURCHASE REQUESTS
\$ 60,643,400

Yeas: Cantú-Wilson, Mims, Moon, Jr., Sinor, Wilson

Nays: None

XXV. Consent Agenda

- A. Approval of the Minutes for the June 5, 2023, Workshop and Regular Board Meeting
- B. Approval of the Budget Transfers
- C. Approval of Personnel Recommendations, Extra Service Agreements, and 2023-2024 Professional Contract Recommendations
- D. Approval of the Affiliation Agreements
- E. Approval of the Next Regularly Scheduled Meeting on September 11, 2023

Motion 10298:

Motion moved by Larry Wilson and motion seconded by John Moon, Jr. Motion Carried.

Yeas: Cantú-Wilson, Mims, Moon, Jr., Sinor, Wilson

Nays: None

XXVI. Items for Discussion/Possible Action

There were no additional items discussed.

XXVII. Adjournment

Chair Flickinger adjourned the meeting at 8:00 p.m.