

**San Jacinto College District Board Workshop
 May 4, 2015
 District Administration Building, Suite 201**

MINUTES

	Board Workshop Attendees:	Board Members: Marie Flickinger, Brad Hance, Dan Mims, John Moon, Jr., Keith Sinor, Ruede Wheeler, Larry Wilson Chancellor: Brenda Hellyer Others: Clarence Grier, Ken Lynn, Mandi Reiland, Tom Sage, Steve Trncak, Laurel Williamson
	Agenda Item:	Discussion/Information
I.	Call the Meeting to Order	Workshop began at 5:31 p.m.
II.	Roll Call of Board Members	Board Members: Dan Mims, Marie Flickinger, Brad Hance, John Moon, Jr., Keith Sinor, Dr. Ruede Wheeler, Larry Wilson
III.	Adjournment to closed or executive session pursuant to Texas Government Code Section 551.074, the Texas Open Meetings Act, for the following purposes: Personnel Matter	Adjourned to closed session at 5:31 p.m. Steve Trncak and Laurel Williamson were also in attendance for closed session.
IV.	Reconvene in Open Meeting	Reconvened in open meeting at 5:54 p.m.

<p>V.</p>	<p>Discussion of Revenue Bond</p>	<p>Ken Lynn, Clarence Grier, and Tom Sage were present for this portion of the workshop.</p> <p>Clarence provided a handout and gave an overview of the current market, existing debt and revenue bond scenarios. Market highlights include:</p> <ul style="list-style-type: none"> • Over the past 12 months, the municipal market conditions for “AAA” municipal bonds have been moderately below 4%; currently 2.83% • Since 1961 we are at historic lows for bond buyer index. • Over a 36 year historical perspective, today’s 4.18% level is lower than 99.46% of historical rates since September 1979. <p>San Jacinto College Highlights include:</p> <ul style="list-style-type: none"> • San Jacinto College has highly rated credit. The College has received positive comments from the rating agencies that RBC Capital Markets spoke to recently. Current ratings are considered high grade and high quality at Aa2 with Moody’s and AA with Standard and Poor’s. • The College’s general obligation (GO) debt steps down over time as you move forward. Some of San Jacinto College peers go the opposite. Total outstanding long-term GO debt is \$284.7 million. • The College does not have a lot of maintenance tax notes outstanding and are relatively short nature. The current outstanding amount is \$3.3 million. <p>Ken Lynn explained that a group of corporate bond holders had been at the College looking at new buildings. This is impressive for them to be scouting our locations. This may mean that they are interested in our future bond issues.</p> <p>Brenda Hellyer referenced the blue handout entitled “Summary of Financing Options for San Jacinto College District.” This summarizes the types of financing options and if an election is required. For revenue bonds, up to 25% of tuition may be pledged to district revenue bonds. Ken stated this will provide up to \$8 million available for annual debt service payments. Tom Sage explained that these are financing options that many community colleges are using to provide interim and flexible options.</p> <p>Brenda explained that the College is looking to utilize the revenue bond options for completing the Center for Industrial Technology (CIT) at North Campus. We will use the contingency from the 2008 bond (approximately \$10 million) to fund program</p>
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<p>VI.</p>	<p>Annual Update on Curriculum Actions</p>	<p>Laurel Williamson gave an overview of curriculum actions. She explained that each year significant curricular decisions throughout the academic year are made and they will now be presented to the Board annually as an update.</p> <p>Over the past two years, the College has been working on reducing the number of credit hours in our associate’s degrees. While we had already begun reviewing the hours in our degree programs, this had been mandated by the Texas Higher Education Coordinating Board (THECB). The last programs on our roster included respiratory care (65 hours), medical radiography (64 hours), sonography (65 hours), and physical therapy assistant (66 hours). Laurel and Catherine O’Brien attended the state meeting to discuss the possibility of maintaining the degrees at over 60 hours, but those requests were denied. The College has made the necessary adjustments, and all of those programs now total 60 hours.</p> <p>The THECB wishes to use the field of student model, rather than the degree model, for addressing two areas where the student needs to exceed 60 hours. For San Jacinto College, this will be music and engineering. The College proposed to the State that they allow us to have degrees in this area at 63 hours but that request was denied. The State wants us to use the field of student model, which places the required courses at 66 to 69 credit hours. Those adjustments have been made which means that students in music and engineering will take more courses specific to those fields and fewer hours in general education core. The student may transfer to the university without being “core complete” and would take the remainder of the core after transfer. The student will be fully</p>

		<p>prepared for the upper-division coursework in the major because of the preparation at San Jacinto College.</p> <p>The College did approve one course addition to the core curriculum which is a one-hour physical education course that has been added to the Component Area Option. It is not a required course for students, but it can be taken within the Component Area Option to get the core requirements to the total of 42 credit hours.</p> <p>At the request of students, the College approved an additional College Level Examination Program (CLEP) exam for American Literature (ENGL 2327 or 2328), which is now offered at all campuses. Specific courses for Credit by Exam and for Credit by Certification were also approved. The latest example, was approved this year, for the Construction Management Program, where the College is accepting a 30-hour Occupational Safety and Health Administration certification in lieu of Construction Management Technology (CNBT 1210), Basic Construction Safety. This is a credit for prior learning option for students through that licensure.</p> <p>Laurel explained that the College created a new Health Science Associate of Applied Science degree. This degree has three tracks for pharmacy technician, medical assisting, and vocational nursing students. These are programs which have Level I certificates, and include very specific occupational skills. This new Health Science Associate of Applied Science degree is designed for persons who wish to advance in their careers in management, rather than advance in a specific technical areas such as associate degree nursing or pharmacy, and adds the general education courses to the certificate courses. The courses would enhance the person's ability to move from an entry-level technician to an office manager or other mid-level management position. Should the person wish to continue with his or her education, this degree transfers to the University of Houston-Clear Lake applied science bachelor's degree in Healthcare Administration, which prepares people for the next levels in management and administration. The Health Science Associate of Applied Science will be presented to the Board for approval in June.</p>
<p>VII.</p>	<p>Update on Legislative Session</p>	<p>Brenda Hellyer gave a legislative update. Brenda referenced the handouts that were distributed.</p> <ul style="list-style-type: none"> • Full time student equivalent annual funding chart reflects the community college past, present, and requested funding levels. The highest level occurred in 2010-11 at \$2,134, lowest 2012-13 at \$1,669, and our current request is

		<p>\$1,978.</p> <ul style="list-style-type: none"> • Conference committee members for the Senate include: Nelson, Hinojosa, Huffman, Kolkhorst, Schwerter. • Conference committee members for the House include: Otto, Turner, Ashby, Davis, and Gonzalez. • Brenda Hellyer, Teri Crawford, and other Gulf Coast college representatives are meeting with some of these committee members next week. • Brenda testified for Baccalaureate Degrees last week at the Senate and with written testimony at the House. Brenda does not think it will get much momentum. • Brenda is still waiting to see what happens with concealed handguns on college campuses. We have been talking with legislators about potential impact including on dual credit and early college high school enrollment. • Common course number was heard by the House but has not been heard by the Senate yet. • The Blinn College item continues to be a concern for all community colleges. The proposal is looking at tracking funding by campus and in and out of district. There is also a bill to get two board seats in Blinn’s service area. <p>Brenda distributed the packets that were dropped off by Jerry Wendt pertaining to concealed handguns on campus for informational purposes for the Board.</p>
VIII.	Calendar	<p>Brenda referenced the yellow handout and asked that the Board members fill out their availability and return to Mandi. Brenda went over the Board calendar:</p> <ul style="list-style-type: none"> • 5/6 Donor Breakfast • 5/16 Commencement – Mandi will send out details and parking passes. The Board needs to arrive at 6:00 p.m. and the ceremony starts at 7:00 pm. • 6/6 CCATT Annual Conference – Marie, Dan, and John will attend, Larry may attend.
IX.	General Discussion of Meeting Items	<p>Dan Mims asked that the Board discuss their thoughts on recognitions at Board meetings. Larry Wilson sent an email about the time we spend on recognitions. Ruede thinks we need to have a time limit. Keith does not want to discourage recognitions but does agree that there should be a time limit. Brenda stated the time limit is 2 minutes for each recognition.</p> <p>Dan referenced an email from Joe Ramirez. Brenda wanted the Board to see it because this came to employees and was forwarded to the Chancellor just this afternoon. He has expressed his desire to speak before the Board. Brenda wanted to make sure the Board</p>

		had the most recent communication from him.
X.	Adjournment	Workshop adjourned at 6:50 p.m.