

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

March 5, 2018

The Board of Trustees of the San Jacinto Community College District met at 7:00 p.m., Monday, March 5, 2018, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas, for the Regular Board Meeting.

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

Absent: Erica Davis Rouse, Assistant Secretary

Chancellor: Brenda Hellyer

Others Present:

Jen Arndt	Carla Garrett	Bill Raffetto
Timothy Banks	Roberto Gorena	Heather Rhodes
Joshua Banks	Allatia Harris	Ina Richarte
Rhonda Bell	Joseph Hebert	Bruce Rideaux
Allen Bourque	Mini Izaguirre	Blake Roberts
Cristina Cárdenas	Sallie Kay Janes	Martha Robertson
Debra Clarke	Brenda Jones	Barbara Schumacher
Laura Cole	Bryan Jones	Shawn Silman
Janet Cowey	Ruth Keenan	Kelly Simons
Teri Crawford	Tami Kelly	Debbie Smith
John Crumrine	Ann Kokx-Templet	Danny Snooks
Paul Davis	Kevin McKisson	Rob Stanicic
Anita Dewease	Robert Merino	Patricia Steinke
Bill Dickerson	Kevin Morris	Janice Sullivan
Chris Duke	Alexander Okwonna	Steve Trncak
Debbie Eason	Jeff Parks	Van Wigginton
Bob Eason	Dianne Phillips	Laurel Williamson
Amanda Fenwick	Brian Piana	Teri Zamora

Call the Meeting to order: Chair Marie Flickinger called the Regular Meeting of the Board of Trustees to order at 7:06 p.m.

Roll Call of Board Members:	Erica Davis Rouse – Absent Dan Mims John Moon, Jr. Keith Sinor Dr. Ruede Wheeler Larry Wilson
Invocation and Pledges to the Flags:	The invocation was given by Dr. Laurel Williamson. The pledges to the American flag and the Texas flag were led by Larry Wilson.
Special Announcements, Recognitions, and Presentations:	<ol style="list-style-type: none"> 1. Dr. Kelly Simons recognized the 2017-2018 Honoraria Recipients. Those recognized were: Tim Banks, Susan Eason, Carla Garrett, Brian Piana, Ina Richarte, Barbara Schumacher, Patricia Steinke, and John Thornburg 2. Chair Marie Flickinger, recognized San Jacinto College as the Pasadena Chamber of Commerce 2018 Business of the Year.
Student Success Presentations:	<ol style="list-style-type: none"> 1. Van Wigginton gave an update on See to Succeed and showed a video. Van also recognized Debra Clarke and Laura Cole, for their work on this project.
Communications to the Board:	<ol style="list-style-type: none"> 1. A thank you was sent to the Board from Eddie Weller, for the plant sent in memory of his wife. 2. A copy of the most recent Opportunity News from the Houston Chronicle was presented to the Board.
Hearing of Such Citizens or Groups of Citizens Desiring to be Heard Before the Board:	<p>There were no citizens desiring to be heard before the Board.</p> <p>Dan Mims introduced Reed Clark from Constable Chris Diaz’s office and Brenda Hellyer introduced Paul Davis who were both in attendance.</p>
Informative Reports:	<p>Chair Marie Flickinger indicated such reports were in the Board documents and online.</p> <ol style="list-style-type: none"> A. San Jacinto College Financial Statements B. San Jacinto College Foundation Financial Statements <ol style="list-style-type: none"> 1. January 2018 2. Financial Audit – June 30, 2017 C. Capital Improvement Program D. San Jacinto College Building Committee Minutes E. San Jacinto College Finance Committee Minutes

**Motion 9843
Consideration of
Approval of
Amendment to
the 2017-2018
Budget for
Restricted
Revenue and
Expenses Relating
to Federal and
State Grants**

Motion was made by Dan Mims, seconded by Larry Wilson, for approval of Amendment to the 2017-2018 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants.

Motion Carried.

Yeas: Mims, Moon, Jr., Sinor, Wheeler, Wilson

Nays: None

**Motion 9844
Consideration of
Approval of
Addition of
Technology Fee**

Motion was made by Dr. Ruede Wheeler, seconded by Keith Sinor, for approval of Addition of Technology Fee.

Motion Carried.

Yeas: Mims, Moon, Jr., Sinor, Wheeler, Wilson

Nays: None

**Motion 9845
Consideration of
Approval of
Policy III.3008.A:
Use of College
Owned or Leased
Vehicles – Second
Reading**

Motion was made by John Moon, Jr., seconded by Dr. Ruede Wheeler, for approval of Policy III.3008.A: Use of College Owned or Leased Vehicles – Second Reading

Motion Carried.

Yeas: Mims, Moon, Jr., Sinor, Wheeler, Wilson

Nays: None

**Motion 9846
Consideration of
Approval of
Policy Rescissions
– Second Reading**

Motion was made by Larry Wilson, seconded by John Moon, Jr., for approval of Policy Rescissions – Second Reading.

Motion Carried.

Yeas: Mims, Moon, Jr., Sinor, Wheeler, Wilson

Nays: None

Motion 9847
Consideration of
Approval of
Policy IV.4003.A:
Filing Vacancies –
Second Reading

Motion was made by Dr. Ruede Wheeler, seconded by Dan Mims, for approval of Policy IV.4003.A: Filing Vacancies – Second Reading.

Motion Carried.

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

Motion 9848
Consideration of
Approval of the
Board of Trustees
Bylaws

Motion was made by Keith Sinor, seconded by Dan Mims, for approval of Board of Trustees Bylaws.

Motion Carried.

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

Consideration of
Approval of
Policy #:
Financial Aid –
First Reading
(Information
only)

Informational item on Approval of Policy #: Financial Aid – First Reading (Information only).

No vote needed.

Consideration of
Approval of
Policy #:
Academic
Suspension
Appeal – First
Reading
(Information
Only)

Informational item on Approval of Policy #: Academic Suspension Appeal – First Reading (Information Only)

No vote needed.

Consideration of
Approval of
Policy #:
Accessibility
Services for
Students – First
Reading
(Information
Only)

Informational item on Approval of Policy #: Accessibility Services for Students – First Reading (Information Only).

No vote needed.

Consideration of Approval of Policy #: Evaluation of Transcripts for Transfer Students – First Reading (Information Only) Informational item on Approval of Policy #: Evaluation of Transcripts for Transfer Students – First Reading (Information Only).
No vote needed.

Consideration of Approval of Various Policy Rescissions – First Reading (Information Only) Informational item on Approval of Various Policy Rescissions – First Reading (Information Only).
No vote needed.

Motion 9849 Consideration of Purchasing Requests Motion was made by Larry Wilson, seconded by Dan Mims for approval of the purchasing requests.

RFP #18-01 Contract for Financial Advisor Services	\$150,000
RFP #18-16 Construction Audit Services	206,000
RFP #18-18 Replacement of Theater Curtains	60,545
Purchase Request #1 Additional Funds for Cabling Services	552,000
Purchase Request #2 Renew the Contract for Asphalt and Concrete Paving Services	225,000
Purchase Request #3 Renew the Contract for Lean Six Sigma and Project Management Training Services	100,000
Purchase Request #4 Renew the Contract for Plumbing Services	100,000

Purchase Request #5
Renew the Contract for a Cloud Based IT
Help Desk 63,000

Purchase Request #6
Renew the Contract for Compliance and
Professional Development Training Software 57,066

TOTAL OF PURCHASE REQUESTS \$1,513,611

Motion Carried.

Yeas: Mims, Moon, Jr., Sinor, Wheeler, Wilson

Nays: None

Teri Zamora introduced representatives John Crumrine, Blake Roberts, Jen Arndt, and Bruce Rideaux from PFM.

**Motion 9850
Consent Agenda**

Motion was made by Dr. Ruede Wheeler, seconded by John Moon, Jr., to approve the consent agenda.

- A. Approval of the Minutes for the February 5, 2018 Board Workshop and Regular Board Meeting
- B. Approval of the Budget Transfers
- C. Approval of Personnel Recommendations, Extra Service Agreements, and Honorarium Award Recipients, 2017-2018 Part-Time Hourly Rate Schedule
- D. Approval of the Affiliation Agreements
- E. Approval of the Next Regularly Scheduled Meeting on April 2, 2018

Motion Carried.

Yeas: Mims, Moon, Jr., Sinor, Wheeler, Wilson

Nays: None

**Items for
Discussion/
Possible Action**

There were no additional items discussed.

Adjournment:

Meeting Adjourned at 7:35 p.m.