

**San Jacinto College District Board Workshop  
May 6, 2019  
District Administration Building, Suite 201**

**MINUTES**

	<b>Board Workshop Attendees:</b>	<b>Board Members:</b> Erica Davis Rouse (absent), Marie Flickinger, Dan Mims, John Moon, Jr., Keith Sinor, Dr. Ruede Wheeler, Larry Wilson <b>Chancellor:</b> Brenda Hellyer <b>Other:</b> Sandra Ramirez, Mandi Reiland, Teri Zamora
	<b>Agenda Item:</b>	<b>Discussion/Information</b>
<b>I.</b>	<b>Call the Meeting to Order</b>	Board Chair, Marie Flickinger, called the workshop to order at 5:01 p.m.
<b>II.</b>	<b>Roll Call of Board Members</b>	Marie Flickinger, Erica Davis Rouse (absent), Dan Mims, John Moon, Jr., Keith Sinor, Dr. Ruede Wheeler, Larry Wilson
<b>III.</b>	<b>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 purposes: Legal Matters and Personnel Matters</b>	Adjourned to closed session at 5:02 p.m.  Sandra Ramirez, Mandi Reiland, and Teri Zamora were present for the closed session.  <ul style="list-style-type: none"> <li>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.</li> <li>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.</li> </ul> It was determined that there were no legal matters to discuss during this executive session.
<b>IV.</b>	<b>Reconvene in Open Meeting</b>	Reconvened in open meeting at 5:24 p.m.
<b>V.</b>	<b>Follow-up on Benefit Cost Structure Plan for New Hires Effective on August 1, 2019</b>	Teri Zamora reviewed the current pay structure for new hires effective August 1, 2019. The estimated annual reduction is \$200,000.

<b>VI.</b>	<b>Review Proposed Strategic Plan Documents</b>	<p>Brenda provided an overview of the strategic plan items. She explained the changes from Board retreat in April. The next steps are approval by the Board. Annual priorities to support this strategic plan are in development.</p>
<b>VII.</b>	<b>Review of 2019 - 2020 Budget Assumptions for Revenues and Expenses</b>	<p>Teri Zamora reviewed the Fiscal Year 2020 Budget Development presentation. The budget development process focuses on the strategic goals. Any necessary realignment will take place with the implementation of the new strategic plan after Board approval at this Board meeting.</p> <p>Teri reviewed the budget timeline. Planned approval by the Board is for June 3, 2019.</p> <p>Teri provided the preliminary estimated revenues for fiscal year 2020. After the legislative session closes, the College budget will be able to be finalized.</p> <p>Brenda Hellyer provided a brief overview of the budget bills that are in the process of being finalized within the House and Senate.</p> <p>Teri reviewed the preliminary tax valuations. The increase in preliminary taxable values from 2018 to 2019 is 3.86 percent. She explained that these numbers are currently in review. The College questioned the values with both Harris County Tax Office and HCAD upon receipt of certified estimates on April 30. The College received communication on May 2, that the estimate is under HCAD review for correction.</p> <p>Teri explained the expense prioritization process. Currently, the increase in funds available from increased revenues is approximately \$7.4 million. The total increase required contractually or for new facilities is approximately \$2.3 million. The net additional funds available before the performance management increase is approximately \$5.1 million. The annual performance management increase is \$2.5 million. The approximate net funds available for strategic initiatives (priorities under review) is \$2.6 million.</p> <p>Brenda explained that faculty compensation is currently under review. The salaries need to be modified to stay competitive in the market. Members discussed minimum</p>

		salaries, turnover rate, and process for determining faculty needs.
<b>VIII.</b>	<b>Update on High School Capture Rate</b>	<p>Brenda provided background on the high school capture rates.</p> <p>George Gonzalez reviewed the high school capture rate presentation. He explained that attended rate is the percentage of high school (HS) graduates who attend San Jacinto College (SJC) the fall after HS graduation. Also, dual credit affected rate is the percentage of high school graduates who took at least one SJC dual credit course during high school but did not attend SJC the fall after high school graduation.</p> <p>George reviewed the data on fall 2018 high school graduates influenced by SJC.</p> <p>Dan noted that in his experience students that generally take these dual credit classes are likely to not take classes at San Jac or another community college after high school graduation. They are likely to go straight to a four-year university.</p> <p>Brenda stated that we are looking into the numbers. She referenced the additional handout that breaks this data down by high school. The group discussed high schools in more detail.</p> <p>George reviewed the capture rate context and he noted that this data only goes through Fall 2017 because the data comes from the TEA and THECB.</p> <p>Dr. Wheeler asked why the amount of college-going high school graduates is decreasing. Brenda said this is a state-wide trend.</p> <p>Keith Sinor asked if it is because of the economy in Texas. He explained that many of the students can obtain decent paying jobs right out of high school. Brenda agreed that this is sometimes the case.</p> <p>Keith asked if there is state data regarding this for states that may not be doing as well economically. Laurel Williamson said they will try to collect this data. The group discussed the issue of non-college goers.</p>

		<p>George reviewed the key findings from this data. He explained that the percentage of high school graduates influenced by SJC increased for the class of 2018. In speaking to the Dual Credit directors, the conjecture is that Hurricane Harvey affected attendance rates for the class of 2017, and the increase in attendance from the class of 2018 shows the effect of recovery. The percentage of high school graduates attending ANY college in Texas increased by 2.0 percentage points. The percentage of college-going high school graduates who attended SJC decreased by 0.5 percentage points, but it is important to remember, these state numbers are a year behind, so they reflect the decrease we saw with the class of 2017.</p> <p>Laurel discussed the work with the shared ed planners. She is reviewing how to utilize them differently and possibly put them in with recruiting. The group discussed shared ed planners and ways to increase the college going rate.</p> <p>Brenda explained that George has provided reports for each ISD and that she sent them to the corresponding superintendent. She plans to meet with them to discuss.</p> <p>Keith asked to see the data by high school.</p>
<b>IX.</b>	<b>Review Notification of Closure of Dietetics Program</b>	<p>Laurel Williamson notified the Board of the closure of the Dietetics Program. The decision to deactivate the program is based on low enrollment and low graduation rates over a five-year period. She also explained that there are no jobs for this program.</p> <p>Members were comfortable with this notification.</p>
<b>X.</b>	<b>Update on 86<sup>th</sup> Legislative Session</b>	<p>Brenda provided an overview of the 86<sup>th</sup> legislative session. She explained that the session is scheduled to end on May 27<sup>th</sup>. Appropriations are moving through the House and Senate and are providing input on the community college request. The exemption for community colleges would be 8 percent.</p> <p>She explained that the bill regarding Barbers Hill is still being reviewed. She will keep the Board posted on this.</p> <p>Brenda added that the transfer bill is being reviewed and the senator that is working on this bill has made the community colleges and universities sign off on this.</p>

<b>XI.</b>	<b>Review of Calendar</b>	Brenda reviewed the calendar with the Board.
<b>XII.</b>	<b>General Discussion of Meeting Items</b>	Brenda asked if there were any items from the meeting agenda that the members would like to review. There were no additional discussion items or questions from the Board members.
<b>XIII.</b>	<b>Adjournment</b>	Workshop adjourned at 6:43 p.m.