

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

March 7, 2022

The Board of Trustees of the San Jacinto Community College District met at 7:00 p.m., Monday, March 7, 2022, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas for a regular Board Meeting.

Board of Trustees: Erica Davis Rouse, Assistant Secretary
Dan Mims (via videoconference)
John Moon, Jr., Vice Chair
Keith Sinor, Secretary
Dr. Ruede Wheeler
Larry Wilson (via videoconference)

Absent: Marie Flickinger, Chair

Chancellor: Brenda Hellyer

Others Present:

Kacie Allen	Tami Kelly
Teri Crawford	Aaron Knight
Destry Dokes	Ann Kokx-Templett
Teddy Farias	Kevin Morris
Madhu Gyawali	Alexander Okwonna
Neha Gyawali	Sandra Ramirez
Gita Gyawali	Mandi Reiland
Kevin Hale	Sherilyn Reynolds
Allatia Harris	Shelley Rinehart
Bo Hopper	Eddy Ruiz
Carin Hutchins	Sonia Townsend
Sallie Kay Janes	Van Wigginton
Robert Jeter III	Laurel Williamson
Matt Keim	Teri Zamora

Call the Meeting to order: Vice Chair John Moon, Jr. called the Regular Meeting of the Board of Trustees to order at 7:08 p.m.

Roll Call of Board Members: Vice Chair John Moon, Jr. conducted a roll call of the Board members:

Erica Davis Rouse
Marie Flickinger (absent)
Dan Mims (via videoconference)
Keith Sinor
Dr. Ruede Wheeler
Larry Wilson (via videoconference)

**Moment of Silence,
Invocation, and
Pledges to the Flags:**

The invocation and moment of silence for San Jacinto College employees who passed away in the last few months was given by Allatia Harris. The pledges to the American flag and the Texas flag were led by Erica Davis Rouse.

**Special
Announcements,
Recognitions,
Introductions, and
Presentations:**

1. Dr. Laurel Williamson recognized the 2021-2022 Minnie Piper nominee, Madhu Gyawali.
2. Dr. Laurel Williamson recognized Dr. Aaron Knight for being selected as a Paragon President Award Winner by Phi Theta Kappa Honor Society.
3. Erica Davis Rouse, John Moon, Jr., and Dr. Brenda Hellyer provided an overview of the recent Board of Trustees Institute.

**Student Success
Presentations:**

1. The student success presentation, Holistic KPI Dashboard Update (through Lens of Equity), was postponed until April.

**Communications to
the Board:**

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

1. A thank you was sent to the Board by Suzette Kefauver for the plant sent in memory of her father.
2. A thank you was sent to the Board by Kathy Edwards for the plant sent in memory of her mother.
3. A thank you was sent to the Board by Betty Woodfill for the plant sent in memory of her husband.
4. A thank you was sent to the Board by Van Wigginton for the plant sent in memory of his father-in-law.
5. A thank you was sent to the Board by Kelly Mizell and Tammy Mizell for the plant sent in memory of their father.
6. 2021 Annual Report to the Community
7. February Opportunity News
8. March Opportunity News
9. Spring 2022 Career Focus

Public Comment:

There was one citizen that signed up to speak before the Board:

1. Robert Jeter III

Informative Reports:

Vice Chair John Moon, Jr. indicated such reports were available in the Board documents and online.

- A. San Jacinto College Financial Statements
 - a. San Jacinto College Financial Statements January 2022
 - b. San Jacinto College Monthly Investment Report January 2022
- B. San Jacinto College Foundation Financial Statements
- C. Capital Improvement Program
- D. San Jacinto College Board Building Committee Minutes

All requirements of the Texas Open Meetings Act Section 551.127 for attendance of members via videoconference call were met. A quorum was present onsite, and votes by the two members attending via videoconference call are noted below.

**Motion 10178
Consideration of
Approval of
Amendment to the
2021-2022 Budget for
Restricted Revenue
and Expenses
Relating to Federal
and State Grants**

Motion was made by Dr. Ruede Wheeler, seconded by Keith Sinor, for approval of Amendment to the 2021-2022 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants.

Motion Carried.

Yeas: Davis Rouse, Mims (via videoconference), Sinor, Wheeler, Wilson (via videoconference)

Nays: None

Absent: Flickinger

**Motion 10179
Consideration of
Approval of Policy
VI.6003.D, Course
Drop Limit – Second
Reading**

Motion was made by Erica Davis Rouse, seconded by Keith Sinor, approval of Policy VI.6003.D, Course Drop Limit – Second Reading.

Motion Carried.

Yeas: Davis Rouse, Mims (via videoconference), Sinor, Wheeler, Wilson (via videoconference)

Nays: None

Absent: Flickinger

**Motion 10180
Consideration of
Approval of Tuition
Schedule for Fiscal
Year 2023**

Motion was made by Erica Davis Rouse, seconded by Dr. Ruede Wheeler, for approval of Tuition Schedule for Fiscal Year 2023.

Motion Carried.

Yeas: Davis Rouse, Mims (via videoconference), Sinor, Wheeler, Wilson (via videoconference)

Nays: None

Absent: Flickinger

**Motion 10181
Consideration of
Approval of Tuition
Exemptions and
Waivers for Fiscal
Year 2023**

Motion was made by Keith Sinor, seconded by Erica Davis Rouse, for approval of Tuition Exemptions and Waivers for Fiscal Year 2023.

Motion Carried.

Yeas: Davis Rouse, Mims (via videoconference), Sinor, Wheeler, Wilson (via videoconference)

Nays: None

Absent: Flickinger

**Motion 10182
Consideration of
Approval of Naming
of a Space within the
Generation Park
Building 2 and North
Campus Building 33**

Motion was made by Dr. Ruede Wheeler, seconded by Keith Sinor, for approval of Naming of a Space within the Generation Park Building 2 and North Campus Building 33.

Motion Carried.

Yeas: Davis Rouse, Mims (via videoconference), Sinor, Wheeler, Wilson (via videoconference)

Nays: None

Absent: Flickinger

**Motion 10183
Consideration of
Approval of
Memorandum of
Understanding with
Humble ISD for Dual
Credit Summer
Academy**

Motion was made by Erica Davis Rouse, seconded by Keith Sinor, for approval of Memorandum of Understanding with Humble ISD for Dual Credit Summer Academy.

Motion Carried.

Yeas: Davis Rouse, Mims (via videoconference), Sinor, Wheeler, Wilson (via videoconference)

Nays: None

Absent: Flickinger

**Consideration of
Rescission of Policy
IV-E-4 Solicitation of
Business of Optional
Retirement and Tax-
Sheltered Annuities
Representatives –
First Reading
(Informational Item)**

Consideration of Rescission of Policy IV-E-4 Solicitation of Business of Optional Retirement and Tax-Sheltered Annuities Representatives – First Reading (Informational Item).

No vote required.

**Consideration of
Approval of Policy
IV.4000.M,
Retirement Plan for
Full-time Employees
– First Reading
(Informational Item)**

Consideration of Approval of Policy IV.4000.M, Retirement Plan for Full-time Employees – First Reading (Informational Item).

No vote required.

**Consideration of
Approval of Policy
IV.4003.E, Employee
Referral Program –
First Reading
(Informational Item)**

Consideration of Approval of Policy IV.4003.E, Employee Referral Program – First Reading (Informational Item).

No vote required.

**Motion 10184
Consideration of
Purchasing Requests**

Dr. Hellyer stated that the bid recap for the purchasing request had an error on the total for purchase request #12. It was listed as \$211,000, but the correct total is \$278,000. It was listed correctly in the write-up for the request but will be updated on the bid recap online.

Motion was made by Keith Sinor, seconded by Dr. Ruede Wheeler, for approval of the purchasing requests.

Purchase Request #1 Contract for South Campus Primary Electrical Infrastructure Upgrade Phase II	\$2,237,600
Purchase Request #2 Contract for Central Campus Chiller Replacement	1,831,680
Purchase Request #3 Contract for North Campus Chiller Replacement	712,320
Purchase Request #4 Contract for Architectural Services for Central Campus Building C2 Renovations	400,000
Purchase Request #5 Contract for Architectural Services for North Campus Roofs	125,000
Purchase Request #6 Additional Funds for Job Order Contracting Services	400,000
Purchase Request #7 Renew Contract for Plumbing Services	275,000
Purchase Request #8 Purchase High-Fidelity Simulators and Associated Simulation Equipment	1,100,000
Purchase Request #9 Purchase Digital Cadaver Dissection Tables	370,000
Purchase Request #10 Purchase CDL Training Simulator	122,000
Purchase Request #11 Purchase Two Automatic Semi-Tractors	185,000
Purchase Request #12 Contract for Natural Gas	<u>278,000</u>
TOTAL OF PURCHASE REQUESTS	\$8,036,600

Motion Carried.

Yeas: Davis Rouse, Mims (via videoconference), Sinor, Wheeler, Wilson (via videoconference)

Nays: None

Absent: Flickinger

**Motion 10185
Consent Agenda**

Motion was made by Keith Sinor, seconded by Erica Davis Rouse, to approve the consent agenda.

- A. Approval of the Minutes for the January 31, 2022, Workshop and Regular Board Meeting
- B. Approval of the Minutes for the January 28, 2022, Board Strategic Planning Retreat
- C. Approval of the Budget Transfers
- D. Approval of Personnel Recommendations, 2021-2022 Part-Time Hourly Rate Schedule, 2021-2022 Stipends and Market Premiums, Extra Service Agreements (ESA), Honorarium Award Recipients
- E. Approval of the Affiliation Agreements
- F. Approval of the Next Regularly Scheduled Meeting on April 4, 2022

Motion Carried.

Yeas: Davis Rouse, Mims (via videoconference), Sinor, Wheeler, Wilson (via videoconference)

Nays: None

Absent: Flickinger

**Items for Discussion/
Possible Action**

There were no additional items discussed.

Adjournment:

Chair Marie Flickinger adjourned the meeting at 7:40 p.m.