

***Board of Trustees
Meeting***

May 1, 2023

**NOTICE OF MEETING
BOARD OF TRUSTEES
SAN JACINTO COMMUNITY COLLEGE DISTRICT**

The Board of Trustees of the San Jacinto Community College District will meet for a Board workshop at 5:00 p.m., Monday, May 1, 2023, in Room 201 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

The live-stream of this meeting can be accessed as follows:

www.sanjac.edu/board-meeting-videos

The open portions of this meeting will be recorded and made available to the public on the College's website.

**BOARD WORKSHOP
AGENDA**

- I. Call the Meeting to Order**
- II. Roll Call of Board Members**
- III. 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:**
 - 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.
 - 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.
- IV. Reconvene in Open Meeting**
- V. Review of Board Election Calendar and Processes**
- VI. Review New Board Member Orientation Outline and Training**
- VII. Update on Development of Fiscal Year 2024 Budget**
- VIII. Update on Deferred Maintenance Requests**
- IX. Discuss Foreign Trade Zone Application from Gulf Stream Marine, Inc.**
- X. Update on State and Federal Legislative Sessions and the Texas Commission on Community College Finance**
- XI. Review of Calendar**
- XII. General Discussion of Meeting Items**
 - a. Additional Purchasing Support Documents
- XIII. Adjournment**

Additional Closed Session Authority

If, during the course of the meeting covered by this Notice, the Board should determine that a closed or executive meeting or session of the Board should be held or is required in relation to any items included in this Notice, then such closed or executive meeting or session as authorized by Section 551.001 et seq. of the Texas Government Code (the Open Meetings Act) will be held by the Board at that date, hour and place given in this Notice or as soon after the commencement of the meeting covered by the Notice as the Board may conveniently meet in such closed or executive meeting or session concerning any and all subjects and for any and all purposes permitted by Sections 551.071, inclusive, of the Open Meetings Act, including, but not limited to:

Section 551.071 – For the purpose of a private consultation with the Board’s attorney on any or all subjects or matters authorized by law.

Section 551.072 – For the purpose of discussing the purchase, exchange, lease or value of real property.

Section 551.073 – For the purpose of considering a negotiated contract for a prospective gift or donation.

Section 551.074 – 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.

Section 551.076 – To consider the deployment, or specific occasions for implementation, of security personnel or devices.

Section 551.084 – For the purpose of excluding a witness or witnesses from a hearing during examination of another witness.

Section 551.087– To discuss or deliberate regarding commercial or financial information that the Board has received from a business prospect that the Board seeks or may seek to have locate, stay, or expand in or near the territory of the College and with which the Board is conducting economic development negotiations or to deliberate the offer of a financial or other incentive to such business prospect.

Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed or executive meeting or session, then such final action, final decision, or final vote shall be at either:

- A. The open meeting covered by this Notice upon the reconvening of the public meeting, or
- B. At a subsequent public meeting of the Board upon notice thereof, as the Board shall determine.

Certification as to Posting or Giving of Notice

On this day, April 28, 2023, this notice was posted to the College’s website, on a bulletin board located at a place convenient to the public at the administrative building of the San Jacinto Community College District, 4624 Fairmont Parkway, Pasadena, Texas, and is readily accessible to the public upon request.

Brenda Hellyer, Ed.D.

**NOTICE OF MEETING
BOARD OF TRUSTEES
SAN JACINTO COMMUNITY COLLEGE DISTRICT**

The Board of Trustees of the San Jacinto Community College District will meet for a regularly scheduled Board meeting at 7:00 p.m. on Monday, May 1, 2023, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

The live-stream of this meeting can be accessed as follows:

www.sanjac.edu/board-meeting-videos

An electronic copy of the agenda packet is available on the College’s website as follows:

www.sanjac.edu/board-meeting-agendas

Members of the public who desire to address the Board must comply with the following registration procedures:

A link to a public comments form is available at: www.sanjac.edu/request-speak-to-board

The form must be completed prior to 11:00 a.m. on May 1, 2023. After completion of the form, the requestor will be contacted with further instructions. Registered participants will be allotted five minutes to address the Board of Trustees during the “Public Comment” portion of the meeting. Discussion shall be addressed to the Board Chair and the entire membership of the Board. Discussion shall be limited solely to the matter indicated on the request form. Members of the Board of Trustees and/or administration may not comment or deliberate during a public comment period at the meeting except to state that the Chancellor or designee may follow-up, when appropriate.

The open portions of this meeting will be recorded and made available to the public on the College’s website.

Any questions regarding this meeting notice can be directed to Mandi Reiland, Manager of Executive Operations for the Chancellor and Board of Trustees at mandi.reiland@sjcd.edu.

**BOARD MEETING
AGENDA**

- I. Call the Meeting to Order**
- II. Roll Call of Board Members**
- III. Invocation and Pledge to the Flags**
- IV. Special Announcements, Recognitions, Introductions, and Presentations**

Recognition of the See to Succeed Program	Van Wigginton
Recognition of the Texas Music Educators Association Awardees	Van Wigginton
Recognition from Claims Administrative Services – Receipt of CAS Safety Award for Superior Loss Control Results for 2021-2022 Plan Year	Teri Zamora

V. Student Success Presentations

San Jac Online

Niki Whiteside
Amanda Fenwick

Career and Workforce Pathways

Shelley Rinehart

VI. Communications to the Board of Trustees

VII. Public Comment

VIII. Informative Reports to the Board

A. San Jacinto College Financial Statements

a. San Jacinto College Monthly Financial Statements March 2023

b. San Jacinto College Monthly Investment Report March 2023

B. San Jacinto College Foundation Financial Statements

C. Capital Improvement Program

ACTION ITEMS

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

X. Consideration of Approval of Non-Credit Course Enrollment Charges

XI. Consideration of Approval to Execute a Payment in Lieu of Taxes Agreement with Gulf Stream Marine, Inc. and Issue a Letter of Non-Opposition

XII. Consideration of Approval of Policy IV.4000.P Tuition Reimbursement and Spouse/Dependent Tuition Discount – First Reading (Informational Item)

PURCHASING REQUESTS

XIII. Consideration of Purchasing Requests

CONSENT AGENDA

XIV. Consent Agenda

(Any item placed on the consent agenda shall be removed and taken up as a separate matter, if so requested by any member of the Board, otherwise all items will be voted on with one (1) motion.)

A. Approval of the Minutes for the April 3, 2023, Workshop and Regular Board Meeting

B. Approval of the Budget Transfers

C. Approval of Personnel Recommendations, 2022-2023 Part-Time Hourly Rate Schedule, and Extra Service Agreements, 2023-2024 Faculty Contract Recommendations

D. Approval of the Affiliation Agreements

E. Approval of the Next Regularly Scheduled Meeting

F. Approval of Corrections to the Minutes for the March 6, 2023, Regular Board Meeting

XV. Items for Discussion/Possible Action

(Items removed from the Consent Agenda or items discussed in closed session, will be considered at this time)

XVI. Adjournment

Closed Session Authority

If, during the course of the meeting covered by this Notice, the Board should determine that a closed or executive meeting or session of the Board should be held or is required in relation to any items included in this Notice, then such closed or executive meeting or session as authorized by Section 551.001 et seq. of the Texas Government Code (the Open Meetings Act) will be held by the Board at that date, hour and place given in this Notice or as soon after the commencement of the meeting covered by the Notice as the Board may conveniently meet in such closed or executive meeting or session concerning any and all subjects and for any and all purposes permitted by Sections 551.071, inclusive, of the Open Meetings Act, including, but not limited to:

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Brenda Hellyer, Ed.D.

San Jacinto College Financial Statements
March 2023

San Jacinto Community College District
Statement of Net Position
March 31,

<u>Assets</u>	<u>2023</u>	<u>2022</u>
Current assets:		
Cash and cash equivalents	\$ 94,546,525	\$ 115,210,287
Investments	31,058,066	-
Accounts receivable - taxes	5,838,707	5,037,790
Accounts receivable	17,954,516	17,661,596
Deferred charges	628,919	714,237
Inventories	422,438	550,602
Total current assets	<u>150,449,171</u>	<u>139,174,512</u>
Noncurrent assets:		
Restricted cash and cash equivalents	95,125,988	115,308,967
Capital assets, net	717,225,224	712,796,977
Total noncurrent assets	<u>812,351,212</u>	<u>828,105,944</u>
Total assets	<u>962,800,383</u>	<u>967,280,456</u>
Deferred outflows of resources:		
Deferred outflow related to pensions	12,486,706	16,771,450
Deferred outflow related to OPEB	19,256,731	22,616,854
Deferred outflow related to defeased debt	4,936,064	5,925,503
Total deferred outflows of resources	<u>36,679,500</u>	<u>45,313,807</u>
Liabilities		
Current liabilities:		
Accounts payable	13,081,162	14,205,667
Accrued liabilities	2,700,748	3,198,534
Accrued compensable absences and deferred compensation	2,429,062	2,399,843
Deferred revenues	344,726	547,980
Total current liabilities	<u>18,555,698</u>	<u>20,352,024</u>
Noncurrent liabilities:		
Net pension liability	20,637,425	46,145,705
Net OPEB liability	112,279,723	103,762,700
Bonds and notes payable	658,324,915	670,626,925
Total noncurrent liabilities	<u>791,242,064</u>	<u>820,535,330</u>
Total liabilities	<u>809,797,761</u>	<u>840,887,354</u>
Deferred inflows of resources:		
Deferred inflows related to pensions	25,055,564	7,609,539
Deferred inflows related to OPEB	18,658,275	29,602,310
Deferred Inflows - Lease Receivable	1,382,492	2,451,580
Total deferred inflows of resources	<u>45,096,331</u>	<u>39,663,429</u>
Net assets		
Beginning of year - audited	79,147,476	73,919,642
Current year addition	65,438,314	58,123,838
Total net position	<u>\$ 144,585,791</u>	<u>\$ 132,043,480</u>

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes in Net Position
For the Seven Months Ended March 31, 2023

11 Unrestricted Funds	Adjusted Budget	Actual	(-58%)	% Actual to Adjusted Budget	PY YTD Actual	% of 8/31/22 Actual
Revenues						
State Appropriations	\$ 41,307,653	\$ 21,686,518		52.50%	\$ 21,686,520	52.50%
Local Taxes - Maintenance & Operations	79,500,000	78,170,760		98.33%	72,032,875	97.48%
Credit Tuition	63,600,000	53,620,926		84.31%	53,527,067	91.32%
Credit Exemptions & Waivers	(8,670,000)	(7,323,865)		84.47%	(7,406,019)	93.92%
Continuing Education						
CPET	525,000	428,850		81.69%	179,498	65.53%
Maritime Transportation	1,500,000	1,262,438		84.16%	842,021	55.06%
Continuing Professional Development (CPD)	6,000,000	3,123,533		52.06%	2,835,860	55.16%
Continuing Education Exemptions & Waivers	(72,000)	(14,145)		19.65%	(36,720)	82.38%
Bad Debt	(700,000)	(408,314)		58.33%	(408,960)	28.63%
Sales & Services	1,740,000	1,267,417		72.84%	1,553,160	40.60%
Insurance Proceeds - Winter Storm	-	-		-	235,791	83.09%
Investment Income	1,000,000	2,483,759		248.38%	56,391	10.36%
HEERF Lost Revenue	7,600,000	8,138,108		107.08%	8,073,333	0.00%
Total Revenues	193,330,653	162,435,985		84.02%	153,170,817	86.61%
Expenditures						
Instruction	77,475,692	49,980,537		64.51%	47,035,964	63.91%
Public Service	24,124	10,819		44.85%	7,468	24.30%
Academic Support	18,087,907	9,400,069		51.97%	8,987,354	61.61%
Student Services	17,167,054	8,840,052		51.49%	8,475,350	56.20%
Institutional Support	50,538,989	27,250,223		53.92%	26,122,441	61.13%
Physical Plant	26,237,251	12,225,482		46.60%	10,742,458	50.60%
Winter Storm	-	-		-	235,791	83.09%
Total Expenditures	189,531,018	107,706,248		56.83%	101,606,826	60.65%
Transfers Among Funds						
Transfers In	-	-		-	-	-
Transfers Out	3,799,635	7,482,127		196.92%	2,464,315	-
Net Increase (Decrease) in Net Position	\$ -	\$ 47,247,610			\$ 49,099,676	

San Jacinto Community College District
 Statement of Revenues, Expenditures and Changes in Net Position
 For the Seven Months Ended March 31, 2023

Federal Restricted Funds

	Adjusted Budget	Actual (58%)	% Actual to Adjusted Budget	PY YTD Actual	% of 8/31/22 Actual
Revenues					
Grants	\$ 81,162,395	\$ 55,828,826	68.79%	\$ 67,379,656	75.79%
Total Revenues	81,162,395	55,828,826	68.79%	67,379,656	75.79%
Expenditures					
Instruction	1,183,053	643,591	54.40%	408,487	50.01%
Public Service	360,122	125,763	34.92%	107,801	58.57%
Academic Support	11,613,179	3,396,506	29.25%	2,491,445	48.89%
Student Services	3,351,250	2,244,409	66.97%	1,224,897	43.92%
Institutional Support	16,137,091	11,690,513	72.44%	12,085,340	98.00%
Physical Plant	1,549,311	45,613	2.94%	-	-
Scholarships and Fellowships	46,968,389	37,682,430	80.23%	51,064,319	85.09%
Total Expenditures	81,162,395	55,828,826	68.79%	67,382,288	82.94%
Transfers Among Funds					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	\$ -	\$ -		\$ (2,632)	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes in Net Position
For the Seven Months Ended March 31, 2023

State Restricted Funds

	Adjusted Budget	Actual (58%)	% Actual to Adjusted Budget	PY YTD Actual	% of 8/31/22 Actual
Revenues					
State Paid Benefits	\$ 11,862,735	\$ 7,000,330	59.01%	\$ 6,829,003	65.28%
Grants	3,984,031	1,624,404	40.77%	2,213,497	86.58%
Total Revenues	15,846,766	8,624,734	54.43%	9,042,500	69.46%
Expenditures					
Instruction	6,964,223	3,779,982	54.28%	3,680,873	64.40%
Public Service	13,981	13,981	100.00%	14,549	54.58%
Academic Support	1,614,259	867,554	53.74%	786,721	59.42%
Student Services	1,503,121	1,001,201	66.61%	1,016,746	63.84%
Institutional Support	3,026,652	1,505,703	49.75%	1,484,784	70.14%
Physical Plant	45,110	-	-	-	-
Scholarships and Fellowships	2,679,422	1,456,313	54.35%	2,058,828	91.96%
Total Expenditures	15,846,766	8,624,734	54.43%	9,042,500	69.46%
Transfers Among Funds					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	\$ -	\$ -		\$ -	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes in Net Position
For the Seven Months Ended March 31, 2023

Local Restricted Funds

	Adjusted Budget	Actual (58%)	% Actual to Adjusted Budget	PY YTD Actual	% of 8/31/22 Actual
Revenues					
Grants	\$ 5,572,380	\$ 3,861,512	69.30%	\$ 2,950,675	87.03%
Total Revenues	5,572,380	3,861,512	69.30%	2,950,675	87.03%
Expenditures					
Instruction	20,264	-	0.00%	87,959	99.85%
Public Service	211,540	84,529	39.96%	105,850	57.49%
Academic Support	46,791	12,943	27.66%	326,447	71.08%
Student Services	51,600	11,411	22.12%	19,126	83.28%
Institutional Support	1,758,888	30,898	1.76%	6,664	20.27%
Physical Plant	250,000	-	-	-	-
Scholarships and Fellowships	3,763,132	3,830,213	101.78%	2,507,392	89.62%
Total Expenditures	6,102,215	3,969,995	65.06%	3,053,436	85.17%
Transfers Among Funds					
Transfers In	(529,835)	(83,602)	15.78%	(105,415)	54.10%
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	\$ -	\$ (24,881)		\$ 2,654	

San Jacinto Community College District
 Statement of Revenues, Expenditures and Changes in Net Position
 For the Seven Months Ended March 31, 2023

27 Texas Public Education Grant

	Adjusted Budget	Actual (58%)	% Actual to Adjusted Budget	PY YTD Actual	% of 8/31/22 Actual
Revenues					
Tuition - Credit & Non Credit	\$ 3,100,000	\$ 2,628,378	84.79%	\$ 2,568,211	89.59%
Total Revenues	3,100,000	2,628,378	84.79%	2,568,211	89.28%
Expenditures					
Scholarships and Fellowships	3,100,000	2,258,121	72.84%	3,033,189	91.43%
Total Expenditures	3,100,000	2,258,121	72.84%	3,033,189	91.43%
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	\$ -	\$ 370,257		\$ (464,978)	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes in Net Position
For the Seven Months Ended March 31, 2023

28 Private Gifts and Donations

	Adjusted Budget	Actual (58%)	% Actual to Adjusted Budget	PY YTD Actual	% of 8/31/22 Actual
Revenues					
Sales & Services	\$ -	\$ -	-	1,734	6.63%
Grants	-	102,000	-	-	-
Total Revenues	-	102,000	-	1,734	6.63%
Expenditures					
Instruction	-	16,639	-	9,395	25.69%
Institutional Support	-	102,000	-	-	-
Scholarships and Fellowships	-	-	-	-	-
Total Expenditures	-	118,639	-	9,395	25.69%
Transfers Among Funds					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	\$ -	\$ (16,639)		\$ (7,661)	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes in Net Position
For the Seven Months Ended March 31, 2023

Auxiliary Enterprises

	Adjusted Budget	Actual (58%)	% Actual to Adjusted Budget	PY YTD Actual	% of 8/31/22 Actual
Revenues					
Auxiliary Services	\$ 2,850,000	\$ 1,667,924	58.52%	\$ 1,580,128	55.92%
Total Revenues	2,850,000	1,667,924	58.52%	1,580,128	55.92%
Expenditures					
Labor	575,270	388,394	67.52%	313,986	53.58%
Benefits	233,996	72,009	30.77%	64,942	53.42%
Supplies	516,454	349,526	67.68%	267,477	57.42%
Travel	194,460	108,625	55.86%	81,015	28.85%
Contracted Services	269,221	188,417	69.99%	124,933	52.56%
Utilities	200	-	-	-	-
Scholarships and Fellowships	1,010,857	869,258	85.99%	736,804	73.26%
Total Expenditures	2,800,458	1,976,228	70.57%	1,589,158	58.91%
Transfers Among Funds					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	\$ 49,542	\$ (308,304)		\$ (9,030)	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes in Net Position
For the Seven Months Ended March 31, 2023

Fund 95 Retirement of Indebtedness

	Adjusted Budget	Actual (58%)	% Actual to Adjusted Budget	PY YTD Actual	% of 8/31/22 Actual
Revenues					
Local Taxes - Debt Service	\$ 37,780,067	\$ 37,131,718	98.28%	\$ 35,183,474	97.87%
Investment Income	-	132,830	-	5,198	9.77%
Total Revenues	37,780,067	37,264,549	98.64%	35,188,672	97.41%
Expenditures					
Institutional Support - Principal	18,530,600	15,155,000	81.78%	12,703,426	100.00%
Institutional Support - Interest	22,519,268	13,949,959	61.95%	15,060,168	61.21%
Total Expenditures	41,049,868	29,104,959	70.90%	27,763,594	74.42%
Transfers Among Funds					
Transfers In	(3,269,801)	(2,398,525)	73.35%	(2,358,900)	72.19%
Transfers Out	-	-	-	-	-
Adjustment for Debt Principal Payment	1	(15,155,000)	81.78%	(12,703,426)	100.00%
Net Increase (Decrease) in Net Position	\$ 18,530,600	\$ 25,713,115		\$ 22,487,404	

1 Per government accounting practices, capital purchases and principal payments included in the expenditure line items above are subsequently deducted from total year-to-date expenditures and reclassified as an increase or reduction to the appropriate asset or liability line item on the Statement of Net Position.

San Jacinto Community College District
 Statement of Revenues, Expenditures and Changes in Net Position
 For the Seven Months Ended March 31, 2023

Fund 97 Investment in Plant	Adjusted Budget	Actual (58%)	% Actual to Adjusted Budget	PY YTD Actual	% of 8/31/22 Actual
Expenditures					
Depreciation	\$ 26,800,000	\$ 15,955,097	59.53%	\$ 13,590,367	49.57%
Total Expenditures	26,800,000	15,955,097	59.53%	13,590,367	49.57%
Transfers Among Funds					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Adjustment for Capital Purchases ¹	(3,998,637)	(1,554,330)	38.87%	(551,928)	13.44%
Net Increase (Decrease) in Net Position	\$ (22,801,363)	\$ (14,400,766)		\$ (13,038,439)	

¹ Per government accounting practices, capital purchases and principal payments included in the expenditure line items above are subsequently deducted from total year-to-date expenditures and reclassified as an increase or reduction to the appropriate asset or liability line item on the Statement of Net Position.

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes in Net Position
For the Seven Months Ended March 31, 2023

	Adjusted Budget	Actual (58%)	% Actual to Adjusted Budget	PY YTD Actual	% of 8/31/22 Actual
Revenues					
State Appropriations	\$ 53,170,388	\$ 28,686,848	53.95%	\$ 28,515,523	55.08%
Local Taxes - Maintenance & Operations	79,500,000	78,170,760	98.33%	72,032,875	97.32%
Local Taxes - Debt Service	37,780,067	37,131,718	98.28%	35,183,474	97.91%
Credit Tuition	66,700,000	56,249,304	84.33%	56,095,278	91.23%
Credit Exemptions & Waivers	(8,670,000)	(7,323,865)	84.47%	(7,406,019)	93.92%
Continuing Education					
CPET	525,000	428,850	81.69%	179,498	65.53%
Maritime Transportation	1,500,000	1,262,438	84.16%	842,021	55.06%
Continuing Professional Development	6,000,000	3,123,533	52.06%	2,835,860	55.16%
Continuing Education Exemptions & Waivers	(72,000)	(14,145)	19.65%	(36,720)	82.38%
Bad Debt	(700,000)	(408,314)	58.33%	(408,960)	28.63%
Sales & Services	1,740,000	1,267,417	72.84%	1,554,894	40.37%
Insurance Proceeds - Winter Storm	-	-	-	235,791	83.09%
Investment Income	1,000,000	2,616,590	261.66%	61,589	10.13%
Investment Income - Restricted Funds	-	1,857,922	-	56,843	10.00%
HEERF Lost Revenue	7,600,000	8,138,108	107.08%	8,073,333	10.05
Auxiliary Services	2,850,000	1,667,924	58.52%	1,580,128	55.92%
Grants	85,396,426	57,584,214	67.43%	69,593,153	77.88%
Local Grants	5,322,380	3,832,527	72.01%	2,950,675	53.78%
Total Revenues	339,642,261	274,271,830	80.75%	271,939,237	83.78%
Expenditures					
Instruction	85,643,232	54,420,749	63.54%	51,222,678	63.83%
Public Service	609,767	235,093	38.55%	235,667	55.38%
Academic Support	31,362,136	13,677,072	43.61%	12,591,966	58.66%
Student Services	22,073,025	12,097,074	54.80%	10,736,118	55.10%
Institutional Support	112,511,487	69,684,296	61.94%	67,462,823	71.37%
Physical Plant	28,081,671	12,271,095	43.70%	10,742,458	50.57%
Winter Storm	-	-	-	235,791	83.09%
Scholarships and Fellowships	56,510,943	45,227,077	80.03%	58,663,728	85.81%
Auxiliary Enterprises	2,800,458	1,975,294	70.53%	1,589,158	58.89%
Depreciation	26,800,000	15,955,097	59.53%	13,590,367	49.57%
Total Expenditures	366,392,719	225,542,847	61.56%	227,070,753	67.55%
Transfers Among Funds					
Transfers In	(3,799,636)	(7,482,127)	196.92%	(2,464,315)	32.17%
Transfers Out	3,799,636	7,482,127	196.92%	2,464,315	32.17%
Adjustment for Debt Principal Payment	1	(15,155,000)	81.78%	(12,703,426)	100.00%
Adjustment for Capital Purchases	1	(3,998,637)	38.87%	(551,928)	13.44%
Net Increase (Decrease) in Net Position	\$ (4,211,221)	\$ 65,438,314		\$ 58,123,838	

¹ Per government accounting practices, capital purchases and principal payments included in the expenditure line items above are subsequently deducted from total year-to-date expenditures and reclassified as an increase or reduction to the appropriate asset or liability line item on the Statement of Net Position.

Capital Improvement Program

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes in Net Position
For the Seven Months Ended March 31, 2023

Fund 91 Capital Projects

	Adjusted Budget	Actual (58%)	% Actual to Adjusted Budget	PYYTD Actual	% of 8/31/22 Actual
Revenues					
Investment Income	\$ -	\$ 1,857,922	-	\$ 56,843	10.00%
Total Revenues	-	1,857,922	-	56,843	10.00%
Expenditures					
SECO-Energy Conservation Projects	3,290,864	1,956,247	59.44%	760,735	-
Bond Program	79,666,493	8,502,021	10.67%	25,360,907	65.32%
Total Expenditures	82,957,357	10,458,268	12.61%	26,121,642	67.28%
Transfers Among Funds					
Transfers In	-	(5,000,000)	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	\$ (82,957,357)	\$ (3,600,346)		\$ (26,064,799)	

San Jacinto Community College District
 Statement of Revenues, Expenditures and Changes in Net Position
 For the Seven Months Ended March 31, 2023

Fund 93 Renewal and Replacement

	Adjusted Budget	Actual (58%)	% Actual to Adjusted Budget	PY YTD Actual	% of 8/31/22 Actual
Revenues					
Land Sale Proceeds	\$ -	\$ -	-	-	-
Total Revenues	-	-	-	-	-
Expenditures					
Generation Park	-	-	-	19,018	100.00%
Energy Rebate Fund	216,072	-	-	-	-
Total Expenditures	216,072	-	-	19,018	100.00%
Transfers Among Funds					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	\$ (216,072)	\$ -	-	\$ (19,018)	-

San Jacinto College Financial Statements
Monthly Investment Report
March 2023

SAN JACINTO COMMUNITY COLLEGE DISTRICT
Cash, Cash Equivalents, and Investments
Portfolio Summary Report
Period Ending March 31, 2023

		<u>Fair Market Value</u>	<u>Book Value</u>
Beginning Value	March 1, 2023	\$ 222,683,842	\$ 222,630,009
Additions/Subtractions (Net)		(2,437,321)	(2,437,321)
Change in Fair Market Value*		131,461	-
Ending Value	March 31, 2023	<u>\$ 220,377,982</u>	<u>\$ 220,192,688</u>

Earnings for the Month of March	\$ 912,705
Weighted Average Maturity at Ending Period Date (Days)	1.00
Weighted Average Earnings Rate	4.9440%
Benchmark - One Year Treasury Yield	4.6400%

*On investments held to term, it is the policy of San Jacinto College to hold investments to maturity thus mitigating the impact of market losses.

The investment portfolio is in compliance with the Public Funds Investment Act and the College's Investment Policy.

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SAN JACINTO COMMUNITY COLLEGE DISTRICT
Cash, Cash Equivalents, and Investments
Weighted Average to Maturity
March 31, 2023

Description	Held At	Annualized Interest Rate	Purchase Date	Maturity	Par	Fair Market Value	Book Value	% of Total Portfolio	Days to Maturity	Weighted Avg. Mat.
Short-Term Investments - Unrestricted Funds										
Demand Deposits										
Credit Cards in Transit	Heartland	N/A	N/A	04/01/23	N/A	\$ (8,758)	(8,758)	0.00%	1	0.00
JPMorgan Accounts Payable Disbursements	JPMorgan Chase Bank	N/A	N/A	04/01/23	N/A	(1,010,257)	(1,010,257)	-0.46%	1	0.00
JPMorgan Operating	JPMorgan Chase Bank	N/A	N/A	04/01/23	N/A	5,799,294	5,799,294	2.63%	1	0.03
JPMorgan Payroll	JPMorgan Chase Bank	N/A	N/A	04/01/23	N/A	(27,424)	(27,424)	-0.01%	1	0.00
JPMorgan Worker's Comp	JPMorgan Chase Bank	N/A	N/A	04/01/23	N/A	(5,804)	(5,804)	0.00%	1	0.00
Petty Cash	Campus Business Offices	N/A	N/A	04/01/23	N/A	19,067	19,067	0.01%	1	0.00
Pool Accounts										
LSJP Corporate Overnight Plus Fund - Operating Funds	Lone Star Investment Pool	4.8538%	N/A	04/01/23	N/A	93,673,251	93,673,251	42.54%	1	0.43
TexPool - Operating	TexPool	4.6108%	N/A	04/01/23	N/A	104,355	104,355	0.05%	1	0.00
Investments										
US Treasury Note, CUSIP 9128284U1	BNY Mellon	2.625%	06/23/22	06/30/23	5,000,000	\$ 4,975,250	\$ 4,987,713	2.27%	91	0.02
US Agency Note, CUSIP 313384FA2	BNY Mellon	4.521%	10/21/22	05/01/23	10,000,000	9,964,600	9,767,467	4.44%	31	0.04
US Agency Note, CUSIP 3130ATXK8	BNY Mellon	4.900%	11/28/22	11/28/23	5,000,000	5,003,850	5,000,500	2.27%	242	0.02
US Agency Note, CUSIP 3130AUN092	BNY Mellon	4.750%	01/19/23	01/19/24	5,000,000	5,001,500	4,997,496	2.27%	294	0.02
US Agency Note, CUSIP 3130ATVD6	BNY Mellon	4.875%	01/27/23	09/13/24	5,000,000	5,024,550	5,026,000	2.28%	532	0.02
Certificate of Deposit, CUSIP 02589ADC3	BNY Mellon	2.700%	07/20/22	07/20/23	243,000	241,173	243,000	0.11%	111	0.00
Certificate of Deposit, CUSIP 89841MAD9	BNY Mellon	2.850%	07/19/22	07/19/23	249,000	247,335	249,000	0.11%	110	0.00
Certificate of Deposit, CUSIP 909557JT8	BNY Mellon	2.750%	07/22/22	07/21/23	249,000	247,212	249,000	0.11%	112	0.00
Short-Term Investments - Restricted (Bond) Funds										
Pool Accounts										
LSJP Corporate Overnight Plus Fund - 2008 GOB Bond Proceeds	Lone Star Investment Pool	4.8538%	N/A	04/01/23	N/A	-	-	0.00%	1	0.00
LSJP Corporate Overnight Plus Fund - GOB Debt Service	Lone Star Investment Pool	4.8538%	N/A	04/01/23	N/A	11,328,486	11,328,486	5.14%	1	0.05
LSJP Corporate Overnight Plus Fund - 2004 Bond Earnings	Lone Star Investment Pool	4.8538%	N/A	04/01/23	N/A	29,726	29,726	0.01%	1	0.00
LSJP Corporate Overnight Plus Fund - 2007 Bond Earnings	Lone Star Investment Pool	4.8538%	N/A	04/01/23	N/A	3,946	3,946	0.00%	1	0.00
LSJP Corporate Overnight Plus Fund - 2008 Bond Earnings	Lone Star Investment Pool	4.8538%	N/A	04/01/23	N/A	745,341	745,341	0.34%	1	0.00
LSJP Corporate Overnight Plus Fund - 2009 Bond Earnings	Lone Star Investment Pool	4.8538%	N/A	04/01/23	N/A	1,288,150	1,288,150	0.59%	1	0.01
LSJP Corporate Overnight Plus Fund - 2011 Bond Earnings	Lone Star Investment Pool	4.8538%	N/A	04/01/23	N/A	20,446	20,446	0.01%	1	0.00
LSJP Corporate Overnight Plus Fund - 2022 Bond Proceeds	Lone Star Investment Pool	4.8538%	N/A	04/01/23	N/A	41,196,787	41,196,787	18.71%	1	0.19
LSJP Corporate Overnight Plus Fund - Capital Projects Reserve	Lone Star Investment Pool	4.8538%	N/A	04/01/23	N/A	5,001,376	5,001,376	2.27%	1	0.02
TexPool PRIME - 2021 Bond Proceeds	TexPool	4.8006%	N/A	04/01/23	N/A	31,514,530	31,514,530	14.31%	1	0.14
Grand Total - Cash, Cash Equivalents, and Investments						\$ 220,377,982	\$ 220,192,688	100.00%		1.00

Weighted Average to Maturity at Ending Period Date (Days)

ACFR, Note 4	Weighted Average to Maturity at Ending Period Date (Days)
0.01% \$	Petty cash on hand
83.90%	184,906,394 Investment pools
2.16%	4,747,051 Bank deposits - demand deposits
13.93%	30,705,470 U. S. government securities & CDs
<u>100.00% \$</u>	<u>220,377,982</u> Total cash, cash equivalents, and investments

SAN JACINTO COMMUNITY COLLEGE DISTRICT
Cash, Cash Equivalents, and Investments
Inventory Holdings Report
March 31, 2023

Description	Held At	Annualized Interest Rate	Maturity	2/28/2023		3/31/2023		3/31/2023		LTD Unrealized Gain/Loss	March Earnings	September through March Earnings	
				Ending Fair Market Value	Book Value	Ending Fair Market Value	Book Value	and Change in Fair Market Value For the Month					
Short-Term Investments - Unrestricted Funds													
Demand Deposits													
Credit Cards in Transit													
JPMorgan Accounts Payable Disbursements	Heartland	N/A	04/01/23	\$	N/A	\$	(10,724)	\$	(10,724)	\$	1,966	\$	N/A
JPMorgan Operating	JPMorgan Chase Bank	N/A	04/01/23	(716,435)	(716,435)	(10,102,257)	(10,102,257)	(8,758)	(293,822)	N/A	N/A	N/A	
JPMorgan Payroll	JPMorgan Chase Bank	N/A	04/01/23	5,637,254	5,637,254	27,424	27,424	5,799,294	162,040	N/A	N/A	N/A	
JPMorgan Worker's Comp	JPMorgan Chase Bank	N/A	04/01/23	(32,957)	(32,957)	(5,804)	(5,804)	(6,450)	5,533	N/A	N/A	N/A	
Petty Cash	JPMorgan Chase Bank	N/A	04/01/23	2,646	2,646	19,067	19,067	-	-	N/A	N/A	N/A	
Sub Total Demand Deposits	Campus Business Offices	N/A	04/01/23	4,898,851	4,898,851	4,766,118	4,766,118	(132,733)	(132,733)	N/A	N/A	N/A	
Pool Accounts													
TexPool - Operating	TexPool	4.6108%	04/01/23	283,344	283,344	104,355	104,355	(176,989)	(176,989)	NA	2,912	9,149	
LSIP Corporate Overnight Plus Fund - Operating Funds	Lone Star Investment Pool	4.8538%	04/01/23	101,188,841	101,188,841	93,673,251	93,673,251	(7,515,590)	(7,515,590)	NA	403,306	1,679,030	
Sub Total Pool Accounts				101,472,185	101,472,185	93,777,606	93,777,606	(7,694,579)	(7,694,579)	NA	406,218	1,688,179	
Investments													
US Treasury Note, CUSIP 9128284U1	BNY Mellon	2.625%	06/30/23	5,000,000	4,982,900	4,987,713	4,987,713	12,350	(12,463)	10,938	76,566		
US Treasury Note, CUSIP 912828N30	BNY Mellon	2.518%	12/31/22	-	-	-	-	-	-	-	45,182		
US Agency Note, CUSIP 313385M60	BNY Mellon	2.144%	10/31/22	-	-	-	-	-	-	-	17,792		
US Agency Note, CUSIP 31335GOT94	BNY Mellon	2.580%	01/16/23	-	-	-	-	-	-	-	47,237		
US Agency Note, CUSIP 313384FA2	BNY Mellon	4.521%	05/01/23	10,000,000	9,819,700	9,767,467	9,767,467	44,900	197,133	33,219	166,094		
US Agency Note, CUSIP 3130ATM8	BNY Mellon	4.900%	11/28/23	5,000,000	4,889,550	5,000,500	5,000,500	14,300	3,350	20,417	81,668		
US Agency Note, CUSIP 3130AUM92	BNY Mellon	4.750%	01/19/24	5,000,000	4,995,500	4,997,496	4,997,496	6,000	4,004	19,792	47,240		
US Agency Note, CUSIP 3130ATV06	BNY Mellon	4.875%	09/13/24	5,000,000	4,872,000	5,026,000	5,026,000	52,500	(1,450)	65,933	85,313		
Certificate of Deposit, CUSIP 02589ADC3	BNY Mellon	2.700%	07/20/23	243,000	240,712	243,000	243,000	461	(1,827)	547	3,829		
Certificate of Deposit, CUSIP 86941MAD9	BNY Mellon	2.850%	07/19/23	249,000	246,895	249,000	249,000	440	(1,665)	758	5,618		
Certificate of Deposit, CUSIP 909557J78	BNY Mellon	2.750%	07/21/23	249,000	246,752	249,000	249,000	460	(1,788)	675	5,024		
Sub Total Investments				30,741,000	30,574,009	30,520,176	30,520,176	131,461	(185,294)	152,279	581,567		
Sub Total - Short-Term Investments - Unrestricted Funds				136,845,045	136,891,212	129,249,194	129,063,900	(7,696,851)	(7,696,851)	185,294	559,497	2,269,746	
Short-Term Investments - Restricted (Bond) Funds													
Pool Accounts													
LSIP Corporate Overnight Plus Fund - 2008 GOB Bond Proceeds	Lone Star Investment Pool	4.8538%	04/01/23	9,605,277	9,605,277	11,328,486	11,328,486	(6)	NA	NA	43,532	2,708	
LSIP Corporate Overnight Plus Fund - GOB Debt Service	Lone Star Investment Pool	4.8538%	04/01/23	742,459	742,459	29,726	29,726	1,723,209	NA	NA	961	132,831	
LSIP Corporate Overnight Plus Fund - 2004 Bond Earnings	Lone Star Investment Pool	4.8538%	04/01/23	3,930	3,930	3,946	3,946	16	(712,733)	NA	16	16,659	
LSIP Corporate Overnight Plus Fund - 2007 Bond Earnings	Lone Star Investment Pool	4.8538%	04/01/23	758,960	758,960	745,341	745,341	13,619	NA	NA	3,080	2,862	
LSIP Corporate Overnight Plus Fund - 2009 Bond Earnings	Lone Star Investment Pool	4.8538%	04/01/23	1,493,408	1,493,408	1,288,150	1,288,150	(206,258)	NA	NA	6,001	19,374	
LSIP Corporate Overnight Plus Fund - 2011 Bond Earnings	Lone Star Investment Pool	4.8538%	04/01/23	39,462	39,462	20,446	20,446	(19,016)	NA	NA	106	36,524	
LSIP Corporate Overnight Plus Fund - 2022 Bond Proceeds	Lone Star Investment Pool	4.8538%	04/01/23	41,027,653	41,027,653	41,196,787	41,196,787	169,134	NA	NA	169,134	960,316	
LSIP Corporate Overnight Plus Fund - Capital Projects Reserve	Lone Star Investment Pool	4.8538%	04/01/23	32,067,642	32,067,642	5,001,376	5,001,376	5,001,376	NA	NA	1,376	1,376	
LSIP PRIME - 2021 Bond Proceeds	TexPool	4.8006%	04/01/23	85,738,797	85,738,797	91,128,788	91,128,788	(533,112)	NA	NA	354,208	803,246	
Sub Total Pool Accounts				136,891,212	136,891,212	129,249,194	129,063,900	(7,696,851)	(7,696,851)	185,294	559,497	2,269,746	
Sub Total - Short-Term Investments - Restricted (Bond) Funds				136,891,212	136,891,212	129,249,194	129,063,900	(7,696,851)	(7,696,851)	185,294	559,497	2,269,746	
Grand Total - Cash, Cash Equivalents, and Investments				222,663,842	222,663,842	220,377,992	220,192,688	(2,306,860)	(2,306,860)	185,294	912,705	4,260,497	

San Jacinto College Foundation
Statement of Financial Position
As of March 31, 2023

ASSETS	Current Year		Previous Year		Difference		
	Foundation	Student Success Fund	Foundation	Student Success Fund	Foundation	Student Success Fund	Total
Current Assets							
Checking/Savings							
General Fund	\$2,743,240	-	\$2,129,016	-	614,224	-	614,224
Other Funds	-	-	-	-	-	-	-
Total Checking/Savings	2,743,240	-	2,129,016	-	614,224	-	614,224
Accounts Receivables	2,609,575	-	3,064,760	-	(455,185)	-	(455,185)
Other Current Assets							
Short Term Investments							
Goldman Sachs - SS2 (Endowed)	17,666,833	17,666,833	19,059,283	19,059,283	-	(1,392,450)	(1,392,450)
Goldman Sachs - SSF (Non-Endowed)	8,090,835	8,090,835	8,927,984	8,927,984	-	(837,149)	(837,149)
Goldman Sachs - FDN-SSE (Endowed)	1,712,840	1,712,840	10,678	10,678	1,702,162	-	1,702,162
Goldman Sachs - FDN	12,696,056	12,696,056	14,886,205	14,886,205	(2,190,149)	-	(2,190,149)
Total SJC Short Term Investments	14,408,896	25,757,668	14,896,883	27,987,268	(487,987)	(2,229,600)	(2,717,586)
Total Current Assets	19,761,711	25,757,668	20,090,659	27,987,268	(328,948)	(2,229,600)	(2,558,547)
TOTAL ASSETS	19,761,711	25,757,668	20,090,659	27,987,268	(328,948)	(2,229,600)	(2,558,547)
LIABILITIES & NET ASSETS							
Liabilities							
Current Liabilities							
Accounts Payable							
Grants Payable	132,356	-	34,676	-	97,680	-	97,680
Programs Payable	63,687	-	33,930	-	29,756	-	29,755
Endowments Payable	182,756	-	89,321	-	93,435	-	93,435
Scholarship Payables	241,895	1,501,663	385,848	626,265	(143,954)	875,398	731,444
Student Success Payables	104,732	-	112,584	-	(7,852)	-	(7,852)
Total Accounts Payable	725,426	1,501,663	656,359	626,265	69,066	875,398	944,463
Total Current Liabilities	725,426	1,501,663	656,359	626,265	69,066	875,398	944,463
Total Liabilities	725,426	1,501,663	656,359	626,266	69,066	875,397	944,463
NET ASSETS							
Net Assets Without Donor Restrictions	2,248,360	24,575,762	4,099,633	30,000,253	(1,851,273)	(5,424,491)	(7,275,764)
Net Assets With Donor Restrictions	16,322,330	16,322,330	15,960,485	15,960,485	361,843	-	361,844
Net Assets	18,570,689	24,575,762	20,060,118	30,000,253	(1,489,430)	(5,424,491)	(6,913,920)
Net Income	465,596	(319,758)	(625,819)	(\$2,639,252)	1,091,415	2,319,494	3,410,909
Total Net Assets	19,036,285	24,256,004	19,434,299	27,361,001	(398,015)	(3,104,997)	(3,503,011)
TOTAL LIABILITIES & NET ASSETS	\$19,761,711	\$25,757,668	\$20,090,659	27,987,268	(328,948)	(2,229,600)	(2,558,547)

San Jacinto College Foundation

Statement of Activities

For the Period Ending March 31, 2023

	Current Year			Previous Year			Difference			Foundation Annual Budget	Actual % of Annual Budget
	Foundation	Student Success Fund	Total	Foundation	Student Success Fund	Total	Foundation	Student Success Fund	Total		
Ordinary Income/Expense Income											
Contributions											
Grant Contributions	120,900	-	120,900	-	-	-	120,900.00	-	120,900.00	90,000	134%
Endowments	232,384	-	232,384	61,537	-	61,537	170,847	-	170,847	175,000	133%
Program Sponsorship	126,226	-	126,226	213,743	-	213,743	(87,517)	-	(87,517)	275,000	46%
Scholarships	397,224	-	397,224	593,362	-	593,362	(196,138)	-	(196,138)	400,000	99%
Total Contributions	876,734	-	876,734	868,642	-	868,642	8,092	-	8,092	940,000	93%
Other Income											
Special Events	-	-	-	168,375	-	168,375	(168,375)	-	(168,375)	-	-
Investment Income	396,140	809,085	1,205,225	333,394	455,913	789,307	62,746	353,171	415,918	600,000	201%
Realized Gain / (Loss)	5,677	(144,269)	(138,592)	43,300	(11,640)	31,660	(37,624)	(132,629)	(170,252)	-	-
Unrealized Gain / (Loss)	309,210	883,330	1,192,540	(706,100)	(1,825,917)	(2,532,017)	2,841,227	2,709,247	3,724,557	-	-
Total Other Income	711,026	1,548,146	2,259,172	(161,031)	(1,381,644)	(1,542,675)	2,697,974	2,929,790	3,801,847	600,000	119%
Total Income	1,587,760	1,548,146	3,135,906	707,611	(1,381,644)	(674,033)	2,706,067	2,929,790	3,809,939	1,540,000	103%
Expense Programs											
Scholarships Awarded - SSF	-	1,867,904	1,867,904	-	1,257,608	1,257,608	-	610,296	610,296	2,500,000	75%
Scholarships Awarded - FND	814,516	-	814,516	1,156,709	-	1,156,709	(342,192)	-	(342,192)	1,200,000	68%
Programs Sponsored	230,802	-	230,802	99,206	-	99,206	131,596	-	131,596	600,000	38%
Student Success Initiatives	17,009	-	17,009	50,629	-	50,629	33,620	-	(33,620)	150,000	11%
Total Programs	1,062,328	1,867,904	2,930,232	1,306,543	1,257,608	2,564,151	(176,976)	610,296	366,081	4,450,000	66%
Supporting Services											
Bad Debt Expense	-	-	-	-	-	-	-	-	-	2,000	0%
Supporting Services											
Foundation Expenses	56,971	-	56,971	19,874	-	19,874	37,097	-	37,097	120,750	47%
Fundraising	-	-	-	3,813	-	3,813	(335)	-	(335)	5,000	57%
Sponsorship Expense	2,865	-	2,865	3,200	-	3,200	36,762	-	32,948	125,750	48%
Total Supporting Services	59,836	-	59,836	26,887	-	26,887	(140,214)	610,296	399,029	4,577,750	25%
Total Expense	1,122,164	1,867,904	2,990,068	1,333,430	1,257,608	2,591,038	1,091,415	2,319,494	3,410,909	(3,037,750)	
Net Ordinary Income	465,596	(319,758)	145,838	(625,819)	(2,639,252)	(3,265,071)	\$1,091,415	\$2,319,494	\$3,410,909	(\$3,037,750)	
Other Income / Expenses											
Increase/Decrease in Net Position	\$465,596	(\$319,758)	\$145,838	(\$625,819)	(\$2,639,252)	(\$3,265,071)	\$1,091,415	\$2,319,494	\$3,410,909	(\$3,037,750)	

2015 Bond Program

Report as of March 31, 2023

Project	Base Budget	Budget Adjustments	Current Budget	Program Management Fees	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
Central									
731603 - CC Class Room Building	47,155,000	2,195,219	49,350,219	1,788,440	51,138,659	141,474	46,872,920	4,124,265	92%
71608A - CC McCollum Center Reno Phase II	-	8,483,421	8,483,421	338,733	8,822,154	456,013	8,136,661	229,480	97%
Sub-total	47,155,000	10,678,640	57,833,640	2,127,173	59,960,813	597,487	55,009,581	4,353,745	93%
North									
732606 - NC Wheeler Renovation	14,300,000	(2,644,106)	11,655,894	391,191	12,047,085	119,740	9,865,224	2,062,121	83%
732607 - NC Brightwell Renovation	6,628,000	421,240	7,049,240	258,531	7,307,771	29,207	6,542,130	736,434	90%
Sub-total	20,928,000	(2,222,866)	18,705,134	649,722	19,354,856	148,947	16,407,354	2,798,555	86%
South									
733605 - SC South Primary Electrical Upgrade	5,800,000	966,625	6,766,625	218,639	6,985,264	741,829	4,627,791	1,615,644	77%
733608 - SC Domestic Water System Rehabilitation	1,160,000	823,696	1,983,696	64,096	2,047,792	38,054	1,086,253	923,485	55%
733610 - SC Jones Renovation	13,803,000	4,348,177	18,151,177	605,876	18,757,053	506,358	16,109,373	2,141,322	89%
73610A - SC Jones Central Plant Relocation	-	10,570,357	10,570,357	344,861	10,915,218	2,000	8,861,490	2,051,728	81%
Sub-total	20,763,000	16,708,855	37,471,855	1,233,472	38,705,327	1,288,241	30,684,907	6,732,179	83%
Maritime									
736603 - MC Maritime Expansion	28,000,000	(27,031,300)	968,700	31,300	1,000,000	20,863	926,261	52,876	95%
Sub-total	28,000,000	(27,031,300)	968,700	31,300	1,000,000	20,863	926,261	52,876	95%
Generation Park									
726601 - Generation Park	-	2,916,497	2,916,497	995,152	3,911,649	-	3,911,649	-	100%
76601B - North Access Road	-	1,115,822	1,115,822	-	1,115,822	91,094	1,024,729	-	100%
Sub-total	-	4,032,320	4,032,320	995,152	5,027,472	91,094	4,936,378	-	100%
Admin									
76605A - CW Deferred Maintenance	-	27,329,038	27,329,038	427,385	27,756,423	12,468,986	9,835,115	5,452,322	80%
736606 - Generation Park Opportunities	-	20,000,000	20,000,000	-	20,000,000	-	-	20,000,000	-
720100 - Program Management - AECOM	-	11,431,567	11,431,567	(11,404,113)	27,454	27,454	-	-	100%
736601 - Contingency	1,166,180	14,320,366	15,486,546	-	15,486,546	-	-	15,486,546	0%
Sub-total	1,166,180	73,080,971	74,247,151	(10,976,728)	63,270,423	12,496,440	9,835,115	40,938,868	35%
Previously Completed and Closed Projects									
Sub-total	306,987,820	(75,246,620)	231,741,200	5,939,909	237,681,109	-	237,681,109	-	100%
TOTALS									
	425,000,000	-	425,000,000	-	425,000,000	14,643,072	355,480,705	54,876,223	87%

Generation Park

Report as of March 31, 2023

Project	Base Budget	Budget Adjustments	Current Budget	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
Generation Park - 726601								
904605 - 2015 Revenue Bond - 726601	6,787,977	-	6,787,977	6,787,977	-	6,787,977	-	100%
929603 - Operational - 726601	8,843,556	-	8,843,556	8,843,556	-	8,843,556	-	100%
901609 - 2015 Bond - 726601	6,368,466	(2,115,822)	4,252,644	4,252,644	-	3,911,649	340,994	92%
901610 - Generation Park Site Infrastructure - 726601	4,000,000	(8,725)	3,991,275	3,991,275	-	3,991,275	-	100%
901610 - Generation Park Parking Lot - 76601A	3,521,892	(691,977)	2,829,915	2,829,915	-	2,720,676	109,239	96%
901609/10 - North Access Road - 76601B	-	1,816,525	1,816,525	1,816,525	91,093	1,725,353	79	100%
TOTALS	29,521,892	(1,000,000)	28,521,892	28,521,892	91,093	27,980,487	450,312	98%

Energy Conservation Project

Report as of March 31, 2023

Project	Base Budget	Budget Adjustments	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
College Wide							
E22001 - UCRM 1 - LED Lighting	811,078	(231,191)	579,887	65,167	439,701	75,019	87%
E22002 - UCRM 2.1a - A-1 HVAC	10,354	(5,782)	4,572	-	4,572	-	100%
E22003 - UCRM 2.1b - CC Chillers	1,526,400	156,744	1,683,144	199,515	1,461,385	22,244	99%
E22004 - UCRM 2.1c - NC Chiller	593,600	82,278	675,878	112,670	552,330	10,878	98%
E22005 - UCRM 2.1d - Maritime HVAC	33,000	(33,000)	-	-	-	-	-
E22006 - UCRM 2.6a - 35 Acre VFDs	9,946	20,905	30,851	-	30,851	-	100%
E22007 - UCRM 2.6b - S-7 & S-9 VFDs	26,452	56,684	83,136	-	83,136	-	100%
E22008 - UCRM 3 - Retro-Commissioning	280,000	74,010	354,010	119,251	234,759	-	100%
E22009 - UCRM 4.2c - Vending Misers	46,224	(46,224)	-	-	-	-	-
E22010 - UCRM 5.1 - Water Conserving Faucets	112,669	(63,192)	49,477	-	49,477	-	100%
E22011 - UCRM 8 - Solar PV	1,175,849	(260,598)	915,251	480,508	434,743	-	100%
Utility Assessment Report - 720600	96,546	-	96,546	-	96,546	-	100%
E22000 - Contingency Lone Star Loan	-	249,366	249,366	-	-	249,366	-
TOTALS	4,722,118	-	4,722,118	977,111	3,387,501	357,507	92.43%

Bond Interest Earnings

Report as of March 31, 2023

Project	Base Budget	Budget Adjustments	Current Budget	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
College Wide								
732614 - NC - N7, N8 & N9 Roof Replacement (2008 Bond)	-	133,554	133,554	133,554	-	133,554	-	100%
732614 - NC - N7, N8 & N9 Roof Replacement	2,587,830	(473,203)	2,114,627	2,114,627	1,194,876	919,751	-	100%
733615 - SC - S7 & S9 Roof Replacement	1,737,060	473,203	2,210,263	2,210,263	344,446	1,865,817	-	100%
TOTALS	4,324,890	133,554	4,458,444	4,458,444	1,539,322	2,919,122	-	100%

Repair and Renovation

Report as of March 31, 2023

Project	Base Budget	Budget Adjustments	Current Budget	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
Central								
F23001 CC - Central Misc.	-	10,000	10,000	10,000	600	9,395	5	100%
F23016 CC - C34.116 Furniture	-	6,644	6,644	6,644	670	5,974	-	100%
F23027 CC - C45.1328 CPET Furniture	-	22,288	22,288	22,288	17,403	-	4,884	78%
F23037 CC - C3 Office Relocation	-	73,325	73,325	73,325	60,046	13,279	-	100%
F23040 CC - Lifecycle Furniture	-	123,168	123,168	123,168	101,701	21,465	2	100%
F23054 CC - C11 and C19 Electrical	-	3,378	3,378	3,378	3,378	-	-	100%
F23056 CC - C3 & C11 Access Control	-	14,582	14,582	14,582	13,849	-	733	95%
F23057 CC - CPET Worktables	-	6,642	6,642	6,642	6,642	-	-	100%
Sub-total	-	260,025	260,025	260,025	204,288	50,113	5,624	98%
North								
F23002 NC - North Misc.	-	10,000	10,000	10,000	-	-	10,000	-
F23018 NC - Lab Conversion ECHS	-	18,956	18,956	18,956	6,487	12,468	-	100%
F23025 NC - N17 EMT Doors	-	18,159	18,159	18,159	16,059	2,100	-	100%
F23028 NC - Primary Electric Repair Design	-	199,826	199,826	199,826	34,840	162,816	2,171	99%
F23041 NC - Lifecycle Furniture	-	33,853	33,853	33,853	-	33,853	-	100%
Sub-total	-	280,793	280,793	280,793	57,386	211,236	12,171	96%
South								
F23003 SC - South Misc.	-	9,107	9,107	9,107	-	9,107	-	100%
F23007 SC - S1.257 Digital Anatomy Lab Ph2	-	4,332	4,332	4,332	-	4,332	-	100%
F23008 SC - S6.122 Career Svc Office Ph2	-	6,092	6,092	6,092	-	6,074	18	100%
F23009 SC - S1.253 Computational Research	-	3,502	3,502	3,502	1,901	1,601	-	100%
F23042 SC - Lifecycle Furniture	-	28,173	28,173	28,173	28,173	-	-	100%
Sub-total	-	51,207	51,207	51,207	30,075	21,114	18	100%
Generation Park								
Sub-total	-	-	-	-	-	-	-	-
District								
F23004 DIST - Campus Misc.	-	5,000	5,000	5,000	-	2,057	2,943	41%
F23010 DIST - CW ADA Compliance	-	50,000	50,000	50,000	12,511	32,456	5,033	90%
F23017 DIST - A1.210/212 Cubicles Ext Ph2	-	2,652	2,652	2,652	-	2,652	-	100%
F23029 DIST - Wayfinding	-	3,000	3,000	3,000	1,325	1,675	-	100%
F23030 DIST - CW Ping Pong Tables	-	13,780	13,780	13,780	-	5,512	8,268	40%
F23046 DIST - A1.210c Furniture Replacement	-	4,572	4,572	4,572	-	4,572	-	100%
F23053 Dist - CW Medical Privacy Rooms	-	15,339	15,339	15,339	14,807	-	532	97%
F23061 DIST - A2.102 & 112 Noise Canceling Devices	-	7,616	7,616	7,616	-	-	7,616	-
Sub-total	-	101,959	101,959	101,959	28,643	48,924	24,392	76%
Contingency (720700) - Major Repairs	200,000	(171,992)	28,008	28,008	-	-	28,008	-
Sub-total	200,000	(171,992)	28,008	28,008	-	-	28,008	-
Projects Closed								
F23011 CC - C34.112 Police Furniture and Move	-	14,522	14,522	14,522	-	14,522	-	100%
F23015 CC - C1.151 Corbin Lighting	-	29,568	29,568	29,568	-	29,568	-	100%
F23024 CC - C26.145 Mirrors	-	7,913	7,913	7,913	-	7,913	-	100%
F23038 CC - C31 Welding Lab Demo	-	10,108	10,108	10,108	-	10,108	-	100%
F23012 NC - N17 Wallpaper	-	54,365	54,365	54,365	-	54,365	-	100%
F23000 SC - S9 Foundation Repair	-	19,898	19,898	19,898	-	19,898	-	100%
F23013 SC - S1.255 Lab Furniture	-	5,398	5,398	5,398	-	5,398	-	100%
F23045 MT - Lifecycle Furniture	-	-	-	-	-	-	-	-
F23026 GP - G2 Roller Shades	-	9,564	9,564	9,564	-	9,564	-	100%
F23044 GP - Lifecycle Furniture	-	-	-	-	-	-	-	-
F23032 DIST - A1.212 Ext Relations Furniture	-	6,817	6,817	6,817	-	6,817	-	100%
F23033 DIST - A2.213c Conference to Office	-	4,546	4,546	4,546	-	4,546	-	100%
F23043 DIST - Lifecycle Furniture	-	-	-	-	-	-	-	-
Sub-total	-	162,699	162,699	162,699	-	162,699	-	-
TOTALS	200,000	684,691	884,691	884,691	320,391	494,087	70,213	92%

Rebates

Report as of March 31, 2023

Project	Base Budget	Budget Adjustments	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
College Wide							
F-929601 P-726015 CPower rebates	-	217,401	217,401	-	-	217,401	-
TOTALS	-	217,401	217,401	-	-	217,401	-

Action Item “IX”
Regular Board Meeting May 01, 2023
Consideration of Approval of Amendment to the 2022-2023 Budget
for Restricted Revenue and Expenses Relating to Federal and State Grants

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve an amendment to the 2022-2023 budget for restricted revenue and expenses related to grants.

BACKGROUND

Federal, state, and local grants may require amendments for receipt of newly awarded grants or changes to existing grants. These amendments should be processed in a timely manner to provide access to funding to meet the objectives set forth within the grant requirements. This budget amendment request includes additions to restricted revenues and restricted expenses as a result of new awards and changes to existing grants received during the month of April 2023.

IMPACT OF THIS ACTION

Approval of the budget amendment will allow the College’s staff to implement the programs in accordance with the requirements of funded award amounts.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

Restricted revenues and restricted expenses will each be increased by \$146,559 so the net impact on the College budget is zero.

MONITORING AND REPORTING TIMELINE

The Office of Grants Management provides continuous monitoring of grant operations, which are included in the annual financial report to the Board of Trustees.

ATTACHMENTS

Attachment 1- Budget Amendments- 05-01-23

Attachment 2- Grant Detail- 05-01-23

RESOURCE PERSONNEL

Teri Zamora

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Tomoko Olson

281-998-6146

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SAN JACINTO COLLEGE DISTRICT
Federal, State, and Local Grant Amendments
May 1, 2023

	Fund	Org.	Account	Prog.	Amount Debit (Credit)
<u>The State of Texas/The Office of the Governor (OOG)/The Public Safety Office, Criminal Justice Division -</u>					
<u>Bullet-Resistant Shield Grant Program FY2023 (New Grant)</u>					
State Grant Revenue	554002	56700	554300	110000	(127,170)
Equipment	554002	56700	741000	465851	127,170
					\$ -
<u>Robert Wood Johnson Foundation/The University of Texas Health Science Center at Houston -</u>					
<u>Summer Health Professions Education Program (SHPEP) FY23 (New Grant)</u>					
Local Grant Revenue	577014	56700	554300	110000	(19,389)
PT - Extra Service Agreement	577014	56700	614200	460913	3,663
Instructional Labor - Adjunct	577014	56700	621100	460913	12,400
Benefits	577014	56700	650000	460913	995
Supplies	577014	56700	711000	460913	550
Travel	577014	56700	721000	460913	1,035
Contractual Svcs - Indirect costs	577014	56700	731500	620909	746
					\$ -
Net Increase (Decrease)					\$ -

Note: Credits to revenues are increases and credits to expenses are decreases.
Conversely, debits to revenue are decreases and debits to expenses are increases.

Grant Funding Summary by Agency:	
The State of Texas/The Office of the Governor (OOG)	\$ 127,170
Robert Wood Johnson Foundation	19,389
	\$ 146,559

The State of Texas/The Office of the Governor (OOG)/The Public Safety Office, Criminal Justice Division - Bullet-Resistant Shield Grant Program FY2023 (New Grant)

This award provides for the purchase of 20 bullet-resistant shields for use by the San Jacinto College (SJC) police force. The SJC Police Department has an authorized strength of 47 sworn officers, a 24/7 dispatch center, offices at each of the College's five campuses, and officers on patrol also provide security at other SJC locations including a satellite location at the Houston Spaceport, the district administrative offices in Pasadena, and three Small Business Administration development offices. Ballistic shields purchased through this grant will be deployed at San Jacinto College Police Department (SJC-PD) offices and in patrol vehicles, enabling SJC-PD to provide a rapid response to threats of violence involving lethal weapons at College locations and to provide back-up to such incidents at public schools or other community events as requested.

Robert Wood Johnson Foundation/The University of Texas Health Science Center at Houston – Summer Health Professions Education Program (SHPEP) FY23 (New Grant)

The SHPEP project is a free six-week academic enrichment summer program to help qualified undergraduate students compete successfully for medical and dental school admission. The College collaborates with The University of Texas Health Science Center at Houston on this project and provides basic science instruction and testing including components of Physics, Organic Chemistry, and Statistics.

Action Item “X”
Regular Board Meeting May 1, 2023
Consideration of Approval of Non-Credit
Course Enrollment Charges

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the schedule of charges for existing non-credit courses and delegate authority to the Chancellor to establish new non-credit courses and corresponding course enrollment charges offered during Fiscal Year 2024.

BACKGROUND

To meet evolving demand for workforce courses and to meet employer needs, new non-credit courses are under development throughout the fiscal year. Course development meets the Guidelines for Instructional Programs in Workforce Education issued by the Texas Higher Education Coordinating Board (THECB). Tuition and fees for non-credit courses are set by reviewing operating costs related to specific course offerings as well as reviewing competitor pricing.

IMPACT OF THIS ACTION

The full schedule of current course offerings and related charges is brought to the Board of Trustees for review and approval annually. This affords the Board the opportunity to reaffirm existing courses and ratify new courses added during the previous year, along with the related charges.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This approval allows the development and implementation of non-credit courses to move forward in a timely manner to support the annual budgeted revenues.

MONITORING AND REPORTING TIMELINE

Budget reports are presented monthly.

ATTACHMENTS

Attachment 1 – Listing of Non-Credit Courses and Corresponding Charges

RESOURCE PERSONNEL

Sarah Janes	281-478-3605	sarah.janes@sjcd.edu
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James Griffin	281-524-2089	James.griffin@sjcd.edu
Allatia Harris	281-459-7140	allatia.harris@sjcd.edu
Teri Zamora	281-998-6306	teri.zamora@sjcd.edu

Attachment 1

Represents Price Increase from FY23 to FY24
Represents a New Course Offering for FY24
Represents Price Decrease from FY23 to FY24

Subject	Area	FY2023 Charge	FY2024 Charge	23-24 Delta	Course No.	Title	Contact Hrs
ACNT	Accounting	\$735.00	\$740.00	5.00	55030	CPP Mastery Exam Prep	32
ACNT	Accounting	\$640.00	\$680.00	40.00	55035	Acct Specialist Fast Track	56
ACNT	Accounting	\$960.00	\$960.00	0.00	55036	Payroll Specialist Fast Track	80
ACNT	Accounting	\$845.00	\$940.00	95.00	55038	QuickBooks Complete w/Excel	80
AERM	Composites Technician Track	\$2,135.00	\$2,135.00	0.00	55000	Composites Technician Track	101
AIRP	FAA 107 (Drone Test Prep)	\$169.00	\$169.00	0.00	55012	FAA 107 (Drone Test Prep)	16
BMGT	Project management	\$725.00	\$725.00	0.00	55102	PM- Cert Program Fast Track	56
BMGT	Business	\$665.00	\$665.00	0.00	55198	Transitioning to Supervisor	64
BMGT	Business	\$560.00	\$560.00	0.00	TBD	Leadership Coaching	16
BUSG	Business	\$575.00	\$575.00	0.00	55022	Entrepreneurship Fast Track	48
BUSG	Business	\$450.00	\$450.00	0.00	TBD	Banking Fundamentals	32
COMG	Languages	\$175.00	\$175.00	0.00	55072	ESL-Advanced A	32
COMG	Languages	\$175.00	\$175.00	0.00	55073	ESL-Advanced B	32
COMG	Languages	\$175.00	\$175.00	0.00	55074	ESL-Beginning A	32
COMG	Languages	\$175.00	\$175.00	0.00	55075	ESL-Beginning B	32
COMG	Languages	\$175.00	\$175.00	0.00	55076	ESL-High Intermediate A	32
COMG	Languages	\$175.00	\$175.00	0.00	55077	ESL-High Intermediate B	32
COMG	Languages	\$175.00	\$175.00	0.00	55078	ESL-Intermediate A	32
COMG	Languages	\$175.00	\$175.00	0.00	55079	ESL-Intermediate B	32
COMG	Business	\$515.00	\$515.00	0.00	59692	Credible Customer Service	48
CPMT	Computers/IT	\$1,320.00	\$1,445.00	125.00	55015	Google IT Certification	120
CSIR	Telecommunications	\$1,975.00	\$1,975.00	0.00	55009	CompTIA Security +	40
CSIR	Telecommunications	\$2,000.00	\$2,000.00	0.00	55012	Fiber Network Technician	32
CSME	Cosmetology	\$660.00	\$720.00	60.00	55040	App of Eyelash Extensions I	96
CSME	Cosmetology	\$865.00	\$1,055.00	190.00	55041	Orientation Eyelash Extensions	144
CSME	Cosmetology	\$590.00	\$630.00	40.00	55042	Principle of Eyelash Extensions	80
CVOP	Commercial Driving	\$2,075.00	\$2,200.00	125.00	53000	Professional Truck Driver One	126
CVOP	Commercial Driving	\$2,150.00	\$1,985.00	(165.00)	53001	Professional Truck Driver Two	120
DFTG	Industrial Mechanic/Maint	\$285.00	\$345.00	60.00	55032	Blueprint Reading for Machining	24
DFTG	Industrial Mechanic/Maint	\$180.00	\$180.00	0.00	55037	Blueprint Reading for CNC	12
DFTG	Industrial Mechanic/Maint	\$240.00	\$240.00	0.00	55038	GDT for CNC	16
ECRD	Health Occupations	\$530.00	\$695.00	165.00	55000	EKG Technician	52
EDTC	Health Occupations	\$215.00	\$260.00	45.00	55008	Student Success Skills	18
ELPT	Programmable Logic	\$550.00	\$600.00	50.00	55043	Introduction to PLCs- Siemens	40
EMSP	Health Occupations	\$125.00	\$135.00	10.00	55008	CPR for Healthcare Providers	8
EMSP	Health/Maritime	\$850.00	\$850.00	0.00	55019	Medical Care Provider	24
EMSP	Health/Maritime	\$150.00	\$150.00	0.00	55052	First Aid & CPR (BST Part 2)	8
FIRS	Maritime	\$575.00	\$600.00	25.00	55001	Basic Fire Fighting (BST Pt 1)	16
HPRS	Education	\$115.00	\$115.00	0.00	55007	CPD HESI A2 Test Prep	8
HRPO	Human Resources	\$580.00	\$655.00	75.00	55022	HR Fast Track Cert Program	80
INTW	Computers	\$3,850.00	\$3,850.00	0.00	55027	CompTIA Technician Suite 1	40
INTW	Computers	\$3,850.00	\$3,850.00	0.00	55027	CompTIA Technician Suite 2	40
ITSC	Computer Concepts	\$250.00	\$290.00	40.00	55018	Computer Concepts	16

Subject	Area	FY2023 Charge	FY2024 Charge	23-24 Delta	Course No.	Title	Contact Hrs
ITSC	Basic Business Applications	\$420.00	\$470.00	50.00	55045	Basic Business Applications	32
ITSW	Computer/IT	\$155.00	\$180.00	25.00	55002	Excel - One Day	7
ITSW	Computer/IT	\$155.00	\$180.00	25.00	55003	PowerPoint-One Day	7
ITSW	Computer/IT	\$155.00	\$180.00	25.00	55026	Excel: One Day-Intermediate	7
ITSW	Computer/IT	\$155.00	\$180.00	25.00	55065	Excel One Day-Advanced	7
LMGT	Maritime	\$975.00	\$1,000.00	25.00	55010	Cargo Handling (Op Level)	40
LMGT	Logistics	\$400.00	\$400.00	0.00	55019	Certified Logistics Associate	35
LMGT	Logistics	\$400.00	\$400.00	0.00	55020	Certified Logistics Technician	35
LMGT	Logistics	\$100.00	\$100.00	0.00	55021	Intro to Business Logistics	7
MARI	Maritime	\$1,000.00	\$1,000.00	0.00	55000	MEECE	40
MARI	Maritime	\$900.00	\$900.00	0.00	55002	RFPEW	8
MARI	Maritime	\$300.00	\$300.00	0.00	55003	Rose Point ECS Training	8
MARI	Maritime	\$500.00	\$500.00	0.00	55004	Basic Training Revalidation	8
MARI	Maritime	\$4,000.00	\$4,000.00	0.00	55005	OICEW Instrumentation	160
MARI	Maritime	\$4,000.00	\$4,000.00	0.00	55006	Elect Machine & Basic Elect	160
MARI	Maritime	\$3,500.00	\$4,000.00	500.00	55007	OICEW-Diesel Engine	160
MARI	Maritime	\$500.00	\$500.00	0.00	55008	Company Security Officer	16
MARI	Maritime	\$3,500.00	\$3,500.00	0.00	55013	OICEW-Auxiliary Machinery	40
MARI	Maritime	\$1,500.00	\$2,000.00	500.00	55015	Tank Ship Liquefied Gases	60
MARS	Maritime	\$400.00	\$500.00	100.00	55003	App Mate Western Routes	16
MARS	Maritime	\$1,600.00	\$1,775.00	175.00	55004	GMDSS	70
MARS	Maritime	\$2,500.00	\$2,800.00	300.00	55005	Terrestrial/Coastal Navigation	120
MARS	Maritime	\$1,100.00	\$1,100.00	0.00	55006	Advanced Stability	40
MARS	Maritime	\$200.00	\$300.00	100.00	55007	Visual Communications	8
MARS	Maritime	\$2,500.00	\$2,800.00	300.00	55008	Celestial Navigation (OP)	120
MARS	Maritime	\$4,000.00	\$4,000.00	0.00	55010	DDE 1000/4000 HP	160
MARS	Maritime	\$900.00	\$1,100.00	200.00	55011	Electronic Navigation	40
MARS	Maritime	\$500.00	\$500.00	0.00	55014	RFPNW (Lookout only)	8
MARS	Maritime	\$800.00	\$1,000.00	200.00	55015	Automatic Radar Plotter Aid	40
MARS	Maritime	\$3,250.00	\$3,500.00	250.00	55017	QMED-Oiler	120
MARS	Maritime	\$2,200.00	\$2,300.00	100.00	55018	Basic Ship& Steer Control Sys	40
MARS	Maritime	\$3,700.00	\$3,800.00	100.00	55019	Advanced Shiphandling	80
MARS	Maritime	\$1,000.00	\$1,100.00	100.00	55020	Engine Room Resource Mgmt	40
MARS	Maritime	\$575.00	\$600.00	25.00	55022	Search and Rescue (Mgmt Level)	16
MARS	Maritime	\$475.00	\$600.00	125.00	55023	Search & Rescue (Op Level)	16
MARS	Maritime	\$950.00	\$1,100.00	150.00	55024	Ship Const & Basic Stab Op Level	40
MARS	Maritime	\$1,000.00	\$1,100.00	100.00	55026	TOAR	8
MARS	Maritime	\$2,000.00	\$2,500.00	500.00	55028	Watchkeeping Op Level	80
MARS	Maritime	\$500.00	\$600.00	100.00	55029	Profic In Surv Craft Refresher	16
MARS	Maritime	\$1,500.00	\$1,600.00	100.00	55036	Able Seafarer Engine ASE	36
MARS	Maritime	\$800.00	\$1,000.00	200.00	55079	Automatic Radar Plotter Aid	40
MART	Maritime	\$500.00	\$600.00	100.00	55000	Vessel & Company Security Officer	16
MART	Maritime	\$1,500.00	\$1,600.00	100.00	55001	Master 100 Tons/Mate 200 Tons	80
MART	Maritime	\$500.00	\$600.00	100.00	55002	Upgrade Master 100 to 200 GRT	24
MART	Maritime	\$500.00	\$600.00	100.00	55003	Upgrade to Apprentice Mate	16
MART	Maritime	\$900.00	\$950.00	50.00	55004	Able Bodied Seaman	40
MART	Maritime	\$1,100.00	\$1,100.00	0.00	55005	Electronic Chart ECDIS	40

Subject	Area	FY2023 Charge	FY2024 Charge	23-24 Delta	Course No.	Title	Contact Hrs
MART	Maritime	\$700.00	\$800.00	100.00	55006	Bridge Resource Management	24
MART	Maritime	\$650.00	\$800.00	150.00	55007	Radar Observer-Inland	32
MART	Maritime	\$800.00	\$900.00	100.00	55008	Radar Observer-Unlimited	40
MART	Maritime	\$875.00	\$900.00	25.00	55009	Proficiency in Survival Craft	32
MART	Maritime	\$250.00	\$300.00	50.00	55010	Radar Observer Recertification	8
MART	Maritime	\$1,000.00	\$1,100.00	100.00	55011	Tank Barge Dangerous Liquids	40
MART	Maritime	\$300.00	\$300.00	0.00	55014	Pers Survival Tech (BST Pt 3)	12
MART	Maritime	\$125.00	\$125.00	0.00	55016	Safety & Social Res (BST Pt 4)	4
MART	Maritime	\$300.00	\$300.00	0.00	55018	VPDSD	8
MART	Maritime	\$1,850.00	\$2,000.00	150.00	55019	Apprentice Mate	120
MART	Maritime	\$750.00	\$800.00	50.00	55020	Basic Safety Refresher	24
MART	Maritime	\$950.00	\$950.00	0.00	55021	Leadership & Managerial Skills	36
MART	Maritimer	\$325.00	\$325.00	0.00	55022	Leadership and Teamwork	8
MART	Maritime	\$1,000.00	\$1,000.00	0.00	55023	Tankerman PIC-Tankship	40
MART	Maritime	\$225.00	\$300.00	75.00	55025	Radar Obs (Inland/GIWW)Recert	8
MCHN	Sheet Metal	\$790.00	\$940.00	150.00	55008	Manual Machining	64
MCHN	Industrial Mechanic / Maintenance	\$1,145.00	\$1,200.00	55.00	55013	CNC Mill Complete	96
MCHN	Industrial Mechanic / Maintenance	\$1,145.00	\$1,200.00	55.00	55013	CNC Lathe Complete	96
MCHN	Industrial Mechanic / Maintenance	\$690.00	\$690.00	0.00	55028	Intermediate CNC HAAS Lathe	48
MCHN	Industrial Mechanic / Maintenance	\$705.00	\$690.00	(15.00)	55029	Intermediate CNC HAAS Mill	48
MCHN	Industrial Mechanic / Maintenance	\$240.00	\$240.00	0.00	55042	Basic Math for Machining	16
MCHN	Industrial Mechanic / Maintenance	\$240.00	\$240.00	0.00	55043	Geometry for Machining	16
MFCA	Health Occupations	\$1,175.00	\$1,175.00	0.00	55001	Medical Office Professional	90
MFGT	Industrial Mechanic/Maintenance	\$315.00	\$315.00	0.00	55001	Hand & Power Tools for Machining	21
MFGT	Industrial Mechanic/Maintenance	\$90.00	\$90.00	0.00	55002	Metals & Materials for CNC	6
MFGT	Industrial Mechanic/Maintenance	\$315.00	\$315.00	0.00	55003	PMI for CNC	21
NFND	Business	\$295.00	\$295.00	0.00	55000	Mentoring GPS: Train-the-Trainer	8
NFND	Education	\$95.00	\$130.00	35.00	59000	Conversation Spanish:Beginners	TBD
NFND	Education	\$455.00	\$455.00	0.00	59002	GED Preparation Tutorial	96
NFND	Education	\$200.00	\$200.00	0.00	59003	GED Preparation: Math	36
NFND	Education	\$150.00	\$150.00	0.00	59004	GED Prep: Soc Stud/Sci	24
NFND	Education	\$200.00	\$200.00	0.00	59005	GED Prep: Language Arts	36
NFND	Transportation	\$345.00	\$345.00	0.00	59032	Motorcycle-Basic Rider Course	19
NFND	Lifelong Learning	\$80.00	\$80.00	0.00	59058	Retirement Planning Today	9
NFND	Lifelong Learning	\$35.00	\$35.00	0.00	59076	Tai Chi	4
NFND	Transportation	\$220.00	\$220.00	0.00	59134	Motorcycle-One Day License Course	9
NFND	Lifelong Learning	\$70.00	\$85.00	15.00	59242	Cake Deco 1: Build Buttercream	8
NFND	Lifelong Learning	\$35.00	\$35.00	0.00	59246	First Time Homebuyers	TBD
NFND	Lifelong Learning	\$70.00	\$85.00	15.00	59298	Cake Deco 2 Flowers & Cake Des	8
NFND	Lifelong Learning	\$70.00	\$85.00	15.00	59299	Cake Deco 3: Gum Paste & Fond	8
NFND	Lifelong Learning	\$35.00	\$45.00	10.00	59344	Latin Dancing	6
NFND	Lifelong Learning	\$70.00	\$85.00	15.00	59361	Wedding Cake Workshop	TBD
NFND	Lifelong Learning	\$110.00	\$110.00	0.00	59437	Bridal and Floral Seminar	TBD
NFND	Computer/IT	varies with voucher title	varies with voucher title	0.00	59553	Pearson Vue Test Voucher	4
NFND	Lifelong Learning	\$35.00	\$95.00	60.00	59591	Reiki 1 - Intro to Reiki	TBD
NFND	Lifelong Learning	\$35.00	\$45.00	10.00	59609	Pilates	4

Subject	Area	FY2023 Charge	FY2024 Charge	23-24 Delta	Course No.	Title	Contact Hrs
NFND	Lifelong Learning	\$35.00	\$45.00	10.00	59612	Gentle Yoga	4
NFND	Maritime	\$225.00	\$225.00	0.00	59623	Management of Medical Care	4
NFND	Aerospace	\$250.00	\$250.00	0.00	59645	Edge Center Core (Pre-Track)	44
NFND	Aerospace	\$2,165.00	\$1,750.00	(415.00)	59648	Composites Tech Track-Edge Center	102
NFND	Aerospace	\$1,800.00	\$1,800.00	0.00	59650	Areo Mech Tech Track -Part 1	87
NFND	Aerospace	\$975.00	\$320.00	(655.00)	59651	Aerospace Quality Introduction	103
NFND	Aerospace	\$1,370.00	\$1,370.00	0.00	59682	Aero Mech Tech - Part 2	78
NFND	Aerospace	\$305.00	\$305.00	0.00	59694	Aerospace Career Building	20
NFND	Aerospace	\$615.00	\$245.00	(370.00)	59695	Aerospace Engineering Drawings	41
NFND	Aerospace	\$190.00	\$125.00	(65.00)	59696	Aerospace Fasteners	13
NFND	Aerospace	\$450.00	\$450.00	0.00	59697	Aerospace Precision Measure	30
NFND	Aerospace	\$500.00	\$225.00	(275.00)	59698	Aerospace Safety	34
NFND	Aerospace	\$180.00	\$180.00	0.00	59699	Basic Aerospace Mftg Skills	12
NFND	Aerospace	\$225.00	\$175.00	(50.00)	59701	Power Tools in Aerospace	15
NFND	Aerospace	\$270.00	\$225.00	(45.00)	59718	sUAS/Drone Flight Operations	21
NFND	Aerospace	\$1,250.00	\$615.00	(635.00)	59723	AERO NDT Insp Crse Tech Track	86
NFND	Lifelong Learning	\$35.00	\$35.00	0.00	59724	Chi Kung/Qi Kong	TBD
NFND	Aerospace	\$310.00	\$335.00	25.00	59747	Advanced Drone Topics	16
NFND	Aerospace	\$325.00	\$305.00	(20.00)	59748	Advanced Drone Flight Ops	TBD
NFND	Lifelong Learning	\$140.00	\$140.00	0.00	59753	Event Planning 101	12
NFND	Lifelong Learning	\$65.00	\$65.00	0.00	59754	Ukulele for Beginners	TBD
NFND	Aerospace	\$1,010.00	\$1,050.00	40.00	59762	Comprehensive Drone Course	64
NFON	Accounting	\$109.00	\$109.00	0.00	57000	Accounting Fundamentals-ONLINE	24
NFON	Business	\$109.00	\$109.00	0.00	57004	Admin Assistant Apps-ONLINE	24
NFON	Business	\$115.00	\$115.00	0.00	57005	Admin Assistant Fund-ONLINE	24
NFON	Human Resources	\$115.00	\$115.00	0.00	57009	Diff People, Success wi-ONLINE	24
NFON	Education	\$109.00	\$109.00	0.00	57025	GED Preparation-ONLINE	24
NFON	Health Occupations	\$109.00	\$109.00	0.00	57058	Medical Terminology-ONLINE	24
NFON	Computer/IT	\$110.00	\$110.00	0.00	57067	A+ Certification, Basic-ONLINE	ED2GO
NFON	Computer IT	\$199.00	\$199.00	0.00	57071	Comp Skills Workplace-ONLINE	ED2GO
NFON	Accounting	\$115.00	\$115.00	0.00	57094	Accounting Fund II-ONLINE	24
NFON	Life Long Learning	\$199.00	\$199.00	0.00	57107	A to Z Grant Writing-ONLINE	ED2GO
NFON	BUssiness	\$109.00	\$109.00	0.00	57117	Effective Bus Writing-ONLINE	24
NFON	Health Occupations	\$109.00	\$109.00	0.00	57123	Vet Assistant, Become-ONLINE	24
NFON	Health Occupations	\$109.00	\$109.00	0.00	57125	VetAsst II:Canine-ONLINE	24
NFON	Health Occupations	\$109.00	\$109.00	0.00	57143	Human Anat/Physiology-ONLINE	ED2GO
NFON	Health Occupations	\$109.00	\$109.00	0.00	57184	Vet Asst III: Skills-ONLINE	24
NFON	Computer IT	\$115.00	\$115.00	0.00	57222	C# Prog, Inter-ONLINE	ED2GO
NFON	Computer/IT	\$115.00	\$115.00	0.00	57292	Inter PHP & MySQL-ONLINE	ED2GO
NFON	Health Occupations	\$115.00	\$115.00	0.00	57295	Explore Medical Coding-ONLINE	24
NFON	Lifelong Learning	\$109.00	\$109.00	0.00	57308	Writing Essentials-Online	24
NFON	Health Occupations	\$109.00	\$109.00	0.00	57315	Explore Pharmacy Tech-Online	24
NFON	Computer/IT	\$119.00	\$119.00	0.00	57332	SQL, Intermediate - ONLINE	ED2GO
NFON	Computer IT	\$115.00	\$115.00	0.00	57365	Create WordPress Web-ONLINE	ED2GO
NFON	Computer/IT	\$115.00	\$115.00	0.00	57366	Moblie Apps w/ HTML5-ONLINE	ED2GO
NFON	Computer/IT	\$109.00	\$109.00	0.00	57393	Photoshop CC, Intro-ONLINE	ED2GO
NFON	Computer/IT	\$129.00	\$129.00	0.00	57396	Excel 2016, Intro-ONLINE	ED2GO

Subject	Area	FY2023 Charge	FY2024 Charge	23-24 Delta	Course No.	Title	Contact Hrs
NFON	Computer/IT	\$109.00	\$109.00	0.00	57397	Intro to Lightroom CC-ONLINE	ED2GO
NFON	Computer/IT	\$129.00	\$129.00	0.00	57398	Excel 2016,Intermediate-ONLINE	ED2GO
NFON	Computer/IT	\$324.00	\$324.00	0.00	57403	MS Office 2016 Suite-ONLINE	ED2GO
NFON	Accounting	\$199.00	\$199.00	0.00	57407	Accounting Fund Series-ONLINE	48
NFON	Computer/IT	\$129.00	\$129.00	0.00	57411	Excel 2016, Advanced-ONLINE	ED2GO
NFON	Health Occupations	\$220.00	\$220.00	0.00	57422	Medical Term Series-ONLINE	48
NFON	Computer/IT	\$324.00	\$324.00	0.00	57423	Excel 2016 Series-ONLINE	ED2GO
NFON	Computer/IT	\$129.00	\$129.00	0.00	57424	Intro to QuickBooks-ONLINE	ED2GO
NFON	Education	\$199.00	\$199.00	0.00	57428	GRE Preparation Series-ONLINE	48
NFON	Health Occupations	\$299.00	\$299.00	0.00	57437	Vet Assistant Series-ONLINE	72
NFON	Computer/IT	\$199.00	\$199.00	0.00	57441	SQL Series - ONLINE	ED2GO
NFON	Computer/IT	\$199.00	\$199.00	0.00	57445	Java Programming Series-ONLINE	ED2GO
NFON	Lifelong Learning	\$109.00	\$109.00	0.00	57446	Romance Writing-Online	24
NFON	Business	\$299.00	\$199.00	(100.00)	57447	Stock Trading Suite-ONLINE	72
NFON	Computer/IT	\$199.00	\$199.00	0.00	57450	QuickBooks 2017 Series-ONLINE	ED2GO
NFON	Computer IT	\$199.00	\$199.00	0.00	57451	C# Programming Series-ONLINE	ED2GO
NFON	Education	\$299.00	\$299.00	0.00	57454	Speed Spanish Series-ONLINE	72
NFON	Business	\$299.00	\$299.00	0.00	57458	Admin Assistant Suite-ONLINE	72
NFON	Business	\$299.00	\$299.00	0.00	57463	Entrepreneurship Suite-ONLINE	72
NFON	Health Occupations	\$60.00	\$60.00	0.00	57466	Cert Energy Medicine-ONLINE	ED2GO
NFON	Lifelong Learning	\$299.00	\$299.00	0.00	57467	Healthy Living Suite-ONLINE	72
NFON	Computer/IT	\$199.00	\$199.00	0.00	57468	WordPress Web Series-ONLINE	ED2GO
NFON	Logistics/Supply Chain	\$299.00	\$299.00	0.00	57470	Supply Chain Suite - ONLINE	72
NFON	Health Occupations	\$115.00	\$115.00	0.00	57471	Become PhysTherapy Aide-ONLINE	24
NFON	Human Resources	\$299.00	\$299.00	0.00	57472	HR Mgmt Suite-ONLINE	72
NFON	Computer/IT	\$299.00	\$299.00	0.00	57473	Front End Develop Suite-ONLINE	ED2GO
NFON	Computer/IT	\$109.00	\$109.00	0.00	57474	Introduction to XML-ONLINE	ED2GO
NFON	Computer/IT	\$299.00	\$299.00	0.00	57475	Java Developer Suite-ONLINE	ED2GO
NFON	Computer/IT	\$199.00	\$199.00	0.00	57476	PHP and MySQL Series-ONLINE	ED2GO
NFON	Computer/IT	\$199.00	\$199.00	0.00	57477	Visual Basic Series-ONLINE	ED2GO
NFON	Health Occupations	\$68.00	\$68.00	0.00	57478	Cert in Meditation-ONLINE	ED2GO
NFON	Computer IT	\$395.00	\$395.00	0.00	57479	Acct with Excel Suite-ONLINE	ED2GO
NFON	Lifelong Learning	\$125.00	\$125.00	0.00	TBD	Online Adult Drug Offender Test	10
NUPC	Patient Care Technician	\$685.00	\$715.00	30.00	55000	Patient Care Technician	60
NURA	Health Occupations	\$1,055.00	\$1,155.00	100.00	55000	Certified Medication Aide	144
NURA	Health Occupations	\$890.00	\$745.00	(145.00)	55006	Certified Nurse Aide Training	68
NURA	Health Occupations	\$570.00	\$710.00	140.00	55010	Certified Nurse Aide Clinical	60
OSHT	Safety	\$2,320.00	\$2,040.00	(280.00)	55016	Cert Occ Safety-COSS	40
OSHT	Safety	\$715.00	\$345.00	(370.00)	55024	Safe Supervisor	24
OSHT	Safety	\$170.00	\$200.00	30.00	55026	OSHA 10-Construction	10
OSHT	Safety	\$2,320.00	\$2,185.00	(135.00)	55027	Cert Occup Safety Manager	40
OSHT	Safety	\$390.00	\$545.00	155.00	TBD	OSHA 30	38
PLAB	Phlebotomy	\$495.00	\$610.00	115.00	55000	Phlebotomy Technician Basic	48
PLAB	Phlebotomy	\$840.00	\$985.00	145.00	55001	Phlebotomy Tech Practicum	112
POFI	Computer/IT	\$155.00	\$180.00	25.00	55002	Word - One Day	7
POFI	Computer/IT	\$155.00	\$180.00	25.00	55009	Word: One Day - Intermediate	7
POFI	Computer/IT	\$1,280.00	\$1,370.00	90.00	55021	Digital Literacy-IC3	96

Subject	Area	FY2023 Charge	FY2024 Charge	23-24 Delta	Course No.	Title	Contact Hrs
POFI	Computer/IT	\$950.00	\$1,460.00	510.00	55035	MOS Applications	80
POFT	Computer/IT	\$190.00	\$230.00	40.00	55004	Keyboarding on the PC	16
SCIT	Maritime	\$975.00	\$1,100.00	125.00	55000	Advanced Meteorology	40
SCIT	Maritime	\$900.00	\$1,000.00	100.00	55001	Meteorology (Operational)	40
VFFT	Firefighting	\$850.00	\$900.00	50.00	55000	Advanced Fire Fighting	32
VFFT	Firefighting	\$500.00	\$600.00	100.00	55001	Adv Fire Fighting Refresher	16
VFFT	Firefighting	\$375.00	\$375.00	0.00	55003	Adv Fire Fighting Revalidation	8
WLDG	Welding	\$312.00	\$332.00	20.00	55060	Intro Shielded Metal Arc Welding (SMAW)	128
WLDG	Welding	\$312.00	\$332.00	20.00	55061	Adv Shielded Metal Arc Welding (SMAW)	128
WLDG	Welding	\$312.00	\$332.00	20.00	55062	Intermediate Pipe Welding	128
WLDG	Welding	\$312.00	\$332.00	20.00	55063	Intro Gas Tungs Arc Weld (GTAW)	128
WLDG	Welding	\$312.00	\$332.00	20.00	55064	Adv Gas Tunds Arc Weld (GTAW)	128
WLDG	Welding	\$312.00	\$332.00	20.00	55065	Intro Shielded Metal Arc Welding (SMAW)	128
WLDG	Welding	\$312.00	\$332.00	20.00	55066	Adv Shielded Metal Arc Welding (SMAW)	128
WLDG	Welding	\$312.00	\$332.00	20.00	55067	Advanced Pipe Welding	128
WLDG	Welding	\$312.00	\$332.00	20.00	55068	Intro Gas Tungs Arc Weld (GTAW)	128
WLDG	Welding	\$312.00	\$332.00	20.00	55069	Gas Metal Arc Welding (GMAW)	128
WLDG	Welding	\$312.00	\$332.00	20.00	55070	Intro Shielded Metal Arc Welding (SMAW)	128
WLDG	Welding	\$312.00	\$332.00	20.00	55071	Adv Shielded Metal Arc Welding (SMAW)	128
WLDG	Welding	\$312.00	\$332.00	20.00	55072	Intermediate Pipe Welding	128
WLDG	Welding	\$312.00	\$332.00	20.00	55073	Advanced Pipe Welding	128
WLDG	Welding	\$312.00	\$332.00	20.00	55074	Intro Gas Tungs Arc Weld (GTAW)	128
WLDG	Welding	\$312.00	\$332.00	20.00	55075	Adv Gas Tunds Arc Weld (GTAW)	128
WLDG	Welding	\$312.00	\$332.00	20.00	55076	Intro Shielded Metal Arc Welding (SMAW)	128
WLDG	Welding	\$312.00	\$332.00	20.00	55078	Advanced Pipe Welding	128
WLDG	Welding	\$312.00	\$332.00	20.00	55079	Advanced Pipe Welding	128
WLDG	Welding	\$312.00	\$332.00	20.00	55080	Adv Shielded Metal Arc Welding (SMAW)	128
NFND	Aerospace	\$0.00	\$1,785.00	1,785.00	59767	Aerospace Structures	97
NFND	Aerospace	\$795.00	\$625.00	(170.00)	59759	Aerospace Basic Electrical - Direct Current Principles	46
NFND	Aerospace	\$800.00	\$650.00	(150.00)	59760	Aerosapce Basic Electrical - Alternating Current Principles	52
NFND	Aerospace	\$470.00	\$590.00	120.00	59761	Aerospace Basic Electrica - Digital Principles	27
CETT	Aerospace	\$1,050.00	\$675.00	(375.00)	55014	Aerosapce Basic Electrical - Analog Principles	63

Represents Price Increase from FY23 to FY24
Represents a New Course Offering for FY24
Represents Price Decrease from FY23 to FY24

Action Item “XI”
Regular Board Meeting May 1, 2023

**Consideration of Approval to Execute a Payment in Lieu of Taxes Agreement With
Gulf Stream Marine, Inc. and Issue a Letter of Non-Opposition**

ADMINISTRATION RECOMMENDATION/REPORT

The Chancellor recommends that the Board of Trustees approve the execution of a Payment in Lieu of Taxes (PILOT) Agreement with Gulf Stream Marine, Inc. (“Gulf Stream”) and the issuance of a letter of non-opposition for Gulf Stream’s Foreign Trade Zone (FTZ) application.

BACKGROUND

Port of Houston Authority is the grantee of Foreign Trade Zone No. 84. Gulf Stream desires participation in the FTZ program through a lease agreement of the following sites located within FTZ #84:

- 32 acres at 16520 Peninsular Street, Houston in Harris County, Texas 77015
- 20 acres at 15627 Jacintoport – Oklahoma Yard, Houston in Harris County, Texas 77015, and
- 2 acres at 15150 Market Street, Channelview in Harris County, Texas 77015

The Foreign Trade Zone Act of 1934 and related regulations provide that the granting of a FTZ subzone is not a right; rather it is a privilege that the FTZ board may grant only upon a showing that the subzone will be in the public interest. A significant prerequisite to meeting this public interest test is a requirement that each subzone applicant submit to the sponsoring port a letter of non-objection from each affected local government entity.

Pursuant to 19 U.S.C. §81o (e) an exemption from state and local ad valorem taxation is authorized for inventory located in FTZ subzones. Gulf Stream may receive a substantial reduction of federal customs duties by virtue of having three new FTZ subzones, and therefore, Gulf Stream desires to enter into an agreement with San Jacinto College. Gulf Stream is willing to continue to pay the equivalency of property taxes on product in the FTZ because ad valorem taxes are less than the customs tariffs avoided.

IMPACT OF THIS ACTION

Approval of this recommendation will allow San Jacinto College to initiate two actions to complete the College’s agreement to accept equivalency payments in lieu of taxes. The first action to be taken by the College is to execute a PILOT contract with Gulf Stream that contractually binds Gulf Stream to make payments to the College in the same amount as would have been paid in property taxes if the FTZ subzones had not existed.

Second, the College will issue a letter of non-opposition to the Port of Houston Authority, that regulates FTZ activity in and around Harris County.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The approvals to allow Gulf Stream to establish FTZ subzones and to execute a PILOT agreement are revenue neutral to the College.

MONITORING AND REPORTING TIMELINE

The College will monitor and track annual payments from Gulf Stream under the PILOT agreement.

Action Item “XI”
Regular Board Meeting May 1, 2023

**Consideration of Approval to Execute a Payment in Lieu of Taxes Agreement With
Gulf Stream Marine, Inc. and Issue a Letter of Non-Opposition**

ATTACHMENTS

Attachment 1 – Payment in Lieu of Taxes – Agreement for Foreign Trade Subzone

RESOURCE PERSONNEL

Teri Zamora 281-998-6306 teri.zamora@sjcd.edu

PAYMENT IN LIEU OF TAXES AGREEMENT FOREIGN-TRADE ZONE SITE

THIS AGREEMENT (“Agreement”) is entered into by and between Gulf Stream Marine, Inc., a Texas Company (“the Operator”) and the San Jacinto Community College District (“SJCCD”).

A. RECITALS

- Port of Houston Authority (PHA) is Grantee of Foreign-Trade Zone (“FTZ”) No. 84.
- The Operator desires participation in the FTZ program through a lease agreement of the following sites located within Foreign-Trade Zone #84:
 - 32 acres at 16520 Peninsula Street, Houston in Harris County, Texas 77015, as described in Exhibit B (“Site 1);
 - 20 acres at 15627 Jacintoport – Oklahoma Yard, Houston in Harris County, Texas 77015, as described in Exhibit B (“Site 2); and
 - 2 acres at 15150 Market St., Channelview in Harris County, Texas 77015, as described in Exhibit B (“Site 3”).

Site 1, Site 2, and Site 3 are collectively referred to herein as “FTZ Sites.”

- The Operator is operator of the subject FTZ Sites.
- The Operator seeks an executed Letter of Non-Objection (“Letter”) from SJCCD which is required to achieve **designation and/or activation**, which SJCCD shall provide only if the Operator contractually commits that no financial harm and/or lost revenue shall be incurred by SJCCD as a result of **designation and/or activation** of the subject FTZ Site.
- 19 U.S.C. § 81o(e) may provide a federal exemption from state and local ad valorem taxes for tangible personal property imported from outside the U.S. and held in a FTZ for the purpose of storage, sale, exhibition, repackaging, assembly, distribution, sorting, grading, cleaning, mixing, display, manufacturing, or processing; and tangible personal property produced within the United States and held in a FTZ for exportation, either in its original form or as altered by any of the above processes.
- Inventory qualifying under 19 U.S.C. § 81o(e) and held in any activated FTZ may be exempt from state and local ad valorem taxes.

- The Operator and SJCCD desire that **designation and activation** of the FTZ Site cause no financial harm or lost revenue to SJCCD.
- Any inaccuracy of the Affidavit, as described in Exhibit E, should constitute grounds for the immediate termination of this Agreement and initiation of proceedings for Deactivation and/or Deauthorization of the subject FTZ Site as applicable.

In consideration of the mutual commitments expressed in this Agreement, the parties agree to the following:

B. DEFINITIONS

When used herein, the listed words have the following meanings:

“Board” means Foreign-Trade Zones Board within U.S. Department of Commerce.

“CSD” means Office of Economic Development within Harris County Community Services Department.

“Customs” means Bureau of Customs and Border Protection within U.S. Department of Homeland Security.

“FTZ Exemption” means 19 U.S.C. § 810(e) federal exemption for certain inventory and any other potential exemptions from taxation for inventory in a FTZ.

“FTZ Inventory” means any inventory held in the FTZ Site that may qualify for the FTZ Exemption and that would otherwise be taxable by SJCCD.

“FTZ Site” means the tract(s) described in Exhibit B.

“HCAD” means the Harris County Appraisal District.

“Interest” means interest payments on delinquent amounts owed to SJCCD.

“Letter” means executed Letter of Non-Objection from SJCCD issued on behalf of the Operator.

“Payment” means the amount equal to all property taxes on FTZ Inventory that would have been due and payable to SJCCD from the Operator if the FTZ Site had not been designated and activated.

C. OBLIGATIONS

The Operator understands that if any FTZ Inventory receives the FTZ Exemption, SJCCD will suffer lost revenue. Therefore, the Operator agrees to the following:

- a) The Operator agrees to make Payment(s) to SJCCD each year for all FTZ Inventory stored in the FTZ Site as it relates to ad valorem taxes that would have been levied by SJCCD but for the FTZ Exemption. The Operator's obligation for Payment(s) to SJCCD shall extend to all inventory, whether owned by itself or owned by an affiliated or unaffiliated third-party storing inventory within the FTZ Site. The Operator agrees to disburse such Payment(s) to CSD, at the address shown in "**D. MISCELLANEOUS PROVISIONS**" in the form of a check payable to "San Jacinto Community College District," in the amount equal to the ad valorem taxes that would have been due on all FTZ Inventory in the FTZ Site for the preceding tax year, and before the date such ad valorem taxes would have become delinquent under the Texas Property Tax Code had the Operator, or any other party owning FTZ Inventory in the FTZ Site, not received the FTZ Exemption under 19 U.S.C. § 81o(e).
- b) For any FTZ Inventory that does not receive the FTZ Exemption, PILOT Payment(s) shall not be owed to SJCCD. However, if such FTZ Inventory does not initially receive the FTZ Exemption but is later granted the FTZ Exemption, the Operator agrees to disburse Payment(s) to SJCCD in the amount of all ad valorem taxes that would have been due on all FTZ Inventory but for the FTZ Exemption, plus Interest calculated from the original due date and in accordance with "**D. MISCELLANEOUS PROVISIONS.**"
- c) No later than April 15 of each year, as long as this Agreement is in effect, the Operator agrees to furnish: (1) to CSD, a notarized report detailing ALL inventories stored in the subject FTZ Site and; (2) to HCAD, a copy of such notarized report.
- d) Any additional information that may be requested by CSD and/or HCAD must be furnished by the Operator within 15 business days thereafter.
- e) Upon execution of this Agreement, SJCCD shall furnish its Letter of Non-Objection, in the form shown in Exhibit F, based on the commitments of the Operator herein that no SJCCD entity will suffer lost revenue given that the Operator agrees to forego the benefit of the FTZ Exemption under the FTZ law regarding SJCCD ad valorem taxes and agrees to pay SJCCD for any/all lost revenue for the applicable year(s).

- f) The Operator agrees to pay Interest on Delinquent Amounts. Interest will be calculated as described in “**D. MISCELLANEOUS PROVISIONS.**”
- g) The Operator agrees that this Agreement is necessary for the **designation and/or activation** of the FTZ Site. Therefore, any violation by the Operator or a determination of the invalidity of this Agreement would justify a reversal of the FTZ Site designation and/or activation by the Board and/or Customs. Furthermore, the Operator acknowledges that default under its PILOT Agreement with SJCCD for such subject FTZ Site shall, upon notice of such default by SJCCD to PHA, also be a default under the Operators Agreement, and result in the initiation by PHA of Deactivation and/or Deauthorization (as applicable) proceedings for such subject FTZ Site.
- h) As long as this Agreement is in effect, the Operator shall not modify its FTZ Site boundaries as described in Exhibit B, transfer ownership or leasehold rights in any part of FTZ Site or its operations, or otherwise take any action allowing any party whether affiliated or unaffiliated to operate in the FTZ Site, unless SJCCD, by express action of its Commissioners Court, enters into a new or modified PILOT Agreement with the Operator allowing the boundary modification and/or with such party expressly allowing such transfer of operation.
- i) The amounts payable by the Operator to SJCCD under this Agreement shall in no event exceed the amounts of ad valorem taxes that would have been payable to SJCCD pursuant to the Texas Property Tax Code on FTZ Inventory in the FTZ Site had the Operator and/or any other party owning FTZ Inventory in the FTZ Site not received the FTZ Exemption under 19 U.S.C. § 81o(e).

D. MISCELLANEOUS PROVISIONS

1. Governing Law. This Agreement will be interpreted under the laws of the State of Texas.
2. Interlocal Agreement between SJCCD and PHA. All definitions and terms set forth in the Interlocal Agreement are applicable to this Agreement, except as otherwise expressly provided in this Agreement.
3. Interest. Interest shall accrue on any Delinquent Amount under this Agreement at the rate provided for in the Texas Property Tax Code as though the Delinquent Amount is a tax payment.

4. Binding Effect. This Agreement shall extend to and be binding upon and inure to the benefit of the parties hereto, and their respective legal representatives, and future occupants of the FTZ Site. It is agreed that each SJCCD entity is a beneficiary of this Agreement and shall be entitled to enforce its terms and seek damages for its breach.
5. Entire Agreement. This Agreement supersedes any prior understanding or agreements between the parties with respect to the subject matter hereof and constitutes the entire understanding and agreement between the parties with respect to the subject matter hereof, and there are no agreements, understandings, restrictions, representations, or warranties among the parties with respect to the subject matter hereof other than those set forth herein or provided for herein.
6. This Agreement Does Not Affect Other Rights, Obligations or Agreements. This Agreement does not supersede, modify, or affect any other agreement that has been or may be entered into between the Operator and any other taxing jurisdiction or any other entity, except as otherwise expressly stated in this Agreement.
7. Modification of Agreement. This Agreement may be modified only by written consent of all parties.
8. Further Assurances. The parties covenant and agree that they will execute such other and further documents as are or may become necessary or convenient to effectuate and carry out the purpose of this Agreement.
9. Severability. To the extent permitted by law, a holding by any court that any part or any provision in this Agreement is invalid, illegal, or unenforceable in any respect, shall not affect any other provision, and this Agreement shall be construed as if the invalid, illegal, or unenforceable provision had never been a part of the Agreement.
10. Termination of Agreement. This Agreement shall terminate upon the revocation of FTZ Site status by the Board, but such termination shall not relieve the Operator from its obligation to pay damages as provided in this Agreement.
11. Counterparts. This Agreement may be executed in multiple identical counterparts and when taken together shall constitute one and the same instrument. A facsimile or similar transmission of a counterpart signed by a party hereto or a copy of a counterpart signed by a party hereto will be regarded as an original signed by such party for purposes hereof.
12. Affidavit. This Agreement shall terminate upon the determination by SJCCD of any misrepresentation in the Affidavit and/or this Agreement which should constitute

grounds for the immediate initiation of proceedings for Deactivation and/or Deauthorization of the subject FTZ Site, as applicable.

- 13. Notices. Any notice permitted or required to be given must be in writing delivered in person or by certified U.S. Mail, return receipt requested, to the applicable party addressed as follows:

Operator: Gulf Stream Marine, Inc.
 Attn: John Bean, Business Development Manager
 10000 Manchester St., Suite C
 Houston, Texas 77012

SJCCD: San Jacinto Community College District
 4624 Fairmont Pkwy.
 Pasadena, Texas 77504

EXECUTED on the dates set forth below, but effective as of the last date executed by all the Parties.

APPROVED AS TO FORM

GULF STREAM MARINE, INC.

SAN JACINTO COMMUNITY COLLEGE DISTRICT

By: _____
 John Bean
 Business Development Manager

By: _____

Date: _____

Date: _____

Attachment **EXHIBIT A**

**Contact Information-Proposed Operator
Foreign-Trade Zone Site within Harris County, Texas**

Proposed FTZ Site Operator's Legal Name: Gulf Stream Marine, Inc.

Headquarters Address: 10000 Manchester St Ste C City: Houston State: TX Zip: 77012

Local Address: 10000 Manchester St Ste C City: Houston State: TX Zip: 77012

Telephone Number: (713) 926-7611 State Incorporation: Texas

Designated Company Representative as Contact:

Authorized Company Official:

Name: John Bean

Name: _____

Title: Business Development Manager

Title: _____

Telephone: 713-494-4752

Telephone: _____

E-mail address: jbean@gulfstreammarine.com

E-mail address: _____

Website: www.gulfstreammarine.com

Authorized Company

Official Signature: X _____

Real Property Owner's Legal Name if Proposed FTZ Site Operator does not Own the Subject Site:

Headquarters Address: _____ City: _____ State: _____ Zip: _____

Local Address: _____ City: _____ State: _____ Zip: _____

Telephone Number: _____ State Incorporation: _____

Designated Company Representative as Contact:

Authorized Company Official:

Name: _____

Name: _____

Title: _____

Title: _____

Telephone: _____

Telephone: _____

E-mail address: _____

E-mail address: _____

Website: _____

Authorized Company

Official Signature: X _____

EXHIBIT B

Foreign-Trade Zone Site Information and Legal Description Requirement

A legal description with metes and bounds from survey or deed(s) to the property

Tract(s)	Acres	Street Address (if applicable)	Legal Description Attached
<u>1</u>	<u>32 Acres</u>	<u>16520 Peninsula St., Houston, Texas 77015 Harris County</u>	<u>Exhibit B-1</u>
<u>2</u>	<u>20 Acres</u>	<u>15627 Jacintoport, - Oklahoma Yard Houston, TX 77015 Harris County</u>	<u>Exhibit B-2</u>
<u>3</u>	<u>2 Acres</u>	<u>15150 Market St., Channelview TX 77015 Harris County</u>	<u>Exhibit B-3</u>
<u>4</u>	<u> </u>	<u> </u>	<u>Exhibit B-4</u>
<u>5</u>	<u> </u>	<u> </u>	<u>Exhibit B-5</u>
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<u>0 Acres Total Proposed FTZ-Site</u>			

(Use a second sheet of paper if necessary.)

Attachment 1
EXHIBIT C

Tax Account Numbers, Debts to Harris County and Copy of Registration with Texas Secretary of State

Entity Name: Gulf Stream Marine, Inc. Date**: _____

Mailing Address: 10000 Manchester St Ste C, Houston, TX 77012

Is your entity registered to do business in the State of Texas? Yes No
(If "Yes", Attach the State of Texas Registration as C-1.)

I. Property: List all taxable property in Harris County owned by Applicant; whether Corporation, LLC, Partnerships or individual Person. (Use a second sheet of paper if necessary.)

Harris County Tax Acct. No.*	Property Taxes Paid-Up-to-Date***	Property description as shown on Tax Account Statement****
<u>040-240-005-0089</u>	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
<u>117-527-001-0004</u>	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
<u>2-2369904</u>	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
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_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____
_____	<input type="checkbox"/> Yes <input type="checkbox"/> No	_____

* This is the property account identification number assigned by the Harris County Appraisal District.
 ** Most current information available to company and verified by company officer as of this date.
 *** Tax Accounts under protest are not considered "Paid-Up-to-Date".
 **** For real property, specify the property address or legal description. For business personal property, specify the address where the property is located. For example, office equipment will normally be at your office, but inventory may be stored at a warehouse or other location.

II. Harris County Debt: Does Applicant owe any debts to Harris County (taxes on properties listed in I above, citations, fines, tolls, court judgments, etc.)?
 Yes No If yes, attach a separate page explaining the debt.

III. Incomplete Package: Any answer of "No" in Section I or "Yes" in Section II will result in the Package being considered incomplete.

EXHIBIT D**Financial Condition of Applicant, Litigation Status with Harris County and Formation Document**Entity Name: Gulf Stream Marine, Inc.**Corporation**

Type of entity (for example: Limited Partnership, Limited Liability Company, Corporation, individual Person)

State of formation (Attach Article of Incorporation, Certificate of Formation or Applicable Document as D-1)

For Harris County to determine Applicant's ability to comply with the terms of this Agreement for Payment in Lieu of Taxes, please check all that apply for the above entity:

- has not filed a voluntary petition under federal or state bankruptcy laws.
- has not had a petition in bankruptcy filed against them that remained un-dismissed for ninety (90) days.
- has not made an assignment of all or a part of their assets for the benefit of a creditor.
- has not had a receiver or trustee appointed to administer all or a part of their assets.
- has not had all or a part of their assets seized by a judgment creditor.
- has not been a defendant in a foreclosure action or transferred an interest in real property by virtue of a deed in lieu of foreclosure.
- has no knowledge of any pending or threatened lawsuit(s) or claim(s) which have been raised against them by Harris County, Texas.

Incomplete Package: Any box unchecked will result in the Package being considered incomplete.

**Action Item “XII”
Regular Board Meeting May 1, 2023**

**Consideration of Approval of Policy IV.4000.P, Tuition Reimbursement and Spouse/Dependent
Tuition Discount – First Reading (Informational Item)**

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve revisions to the College’s Policy IV.4000.P, Tuition Reimbursement and Spouse/Dependent Tuition Discount. The Board of Trustees will not vote on this item but is creating awareness that the policy and procedure changes are being considered and input is being gathered.

BACKGROUND

The purpose of this policy and procedure is to define the Tuition Reimbursement and Spouse/Dependent Tuition Discount process at the College.

The Board of Trustees previously approved the tuition discount for spouse/dependents of full-time College employees on March 6, 2023. The proposed policy and procedure incorporate this approved discount. Additionally, the revised procedure defines the spouse/dependent tuition discount process. Under the College’s current policy adoption process, this policy became effective as of April 10, 2023, under the Chancellor’s authority granted by the Board under Policy II.2000.A, Policy and Procedure Development, Review, Revision, and Rescission, to address temporary situations. The procedure is effective as of April 10, 2023, which will allow for the tuition discount to be in effect in time for the May mini semester.

IMPACT OF THIS ACTION

The updated policy and procedures were sent to the College community on April 11, 2023. Comments were received and are being reviewed, and any changes, if appropriate, will be addressed prior to the Board’s second reading of this policy which is anticipated on June 5, 2023. Procedures are provided for informational purposes and are not voted on by the Board of Trustees.

BUDGET INFORMATION

No budgetary impact.

MONITORING AND REPORTING TIMELINE

The Board will be notified of any changes that require its action.

ATTACHMENTS

Attachment 1 – Summary of Changes

Attachment 2 – Policy IV.4000.P, Tuition Reimbursement and Spouse/Dependent Tuition Discount

**Consideration of Approval of Policy IV.4000.P, Tuition Reimbursement and Spouse/Dependent
Tuition Discount – First Reading (Informational Item)**

Informational items only:

Attachment 3 – Procedure IV.4000,P.a, Tuition Reimbursement and Spouse/Dependent
Tuition Discount

RESOURCE PERSONNEL

Sandra Ramirez	281-991-2648	Sandra.ramirez@sjcd.edu
Vickie Del Bello	281-998-6357	Vickie.delbello@sjcd.edu

Policies and Procedures Summary of Changes

New Policy Number: N/A

Proposed Policy Name: **Policy IV.4000.P, Tuition Reimbursement and Spouse/Dependent Tuition Discount**

Current Policy Number/Name: Policy IV.4000.P, Tuition Reimbursement

New Procedure Number: N/A

Proposed Procedure Name(s): **Procedure IV.4000,P.a, Tuition Reimbursement and Spouse/Dependent Tuition Discount**

Current Procedure Number(s)/Name(s): Procedure IV.4000.P.a, Tuition Reimbursement

Action Recommended for Policy: Revised

Action Recommended for Procedures: Revised

Web Links:

<https://www.sanjac.edu/policy-iv-e-policies-benefits>

<https://www.sanjac.edu/procedure-iv4000pa-tuition-reimbursement>

Primary Owner: Vice Chancellor, Human Resources, Organizational and Talent Effectiveness

Secondary Owner: Vice President, Human Resources

Summary of Changes:

- Changed the title of the Policy and Procedure to Tuition Reimbursement and Spouse/Dependent Tuition Discount
- Added a section on Spouse/Dependent Tuition Discount
 - Defined the eligibility requirements
 - If eligible, will receive a tuition percentage discount of approximately \$30.00 per credit hour
 - Identified the process steps

Policy IV.4000.P, Tuition Reimbursement and Spouse/Dependent Tuition Discount

Purpose

The purpose of this policy is to define the Tuition Reimbursement and Spouse/Dependent Tuition Discount process at the College.

Policy

Full-time employees may request reimbursement for classes taken at San Jacinto College. Tuition, books, and fees may be reimbursed up to \$1,800 per fiscal year per employee. Reimbursement is subject to the availability of funds. The College will also offer a tuition percentage discount for an eligible spouse and dependents.

The Authority, Applicability, Sanctions, Exclusions, and Interpretation do not differ from Policy II.2000.A, Policy and Procedures Development, Review, Revision, and Rescission.

Associated Procedures

Procedure IV.4000.P.a, Tuition Reimbursement and Spouse/Dependent Tuition Discount

Date of Board Approval	<u>This policy became effective as of April 10, 2023, under the Chancellor's authority granted by the Board under Policy II.2000.A, Policy and Procedure Development, Review, Revision, and Rescission. Permanent affirmation of the change will follow the standard policy review process at the next regularly scheduled meetings of the Board with first reading anticipated on May 1, 2023, and approval on June 5, 2023.</u>
Effective Date	<u>This policy became effective as of April 10, 2023, under the Chancellor's authority granted by the Board under Policy II.2000.A, Policy and Procedure Development, Review, Revision, and Rescission. Permanent affirmation of the change will follow the standard policy review process at the next regularly scheduled meetings of the Board with first reading anticipated on May 1, 2023, and approval on June 5, 2023.</u>
Primary Owner	Vice Chancellor, Human Resources, Organizational and Talent Effectiveness
Secondary Owner	Vice President, Human Resources

Procedure IV.4000.P.a, Tuition Reimbursement and Spouse/Dependent Tuition Discount

Associated Policy

Policy IV.4000.P, Tuition Reimbursement and Spouse/Dependent Tuition Discount

Purpose

The College will reimburse active, full-time, employees who have completed six (6) months of continuous service at the time of enrollment for classes taken at San Jacinto College. Subject to the availability of funds, the College will reimburse employees for tuition, books, and related charges up to \$1,800 each fiscal year. The College will also offer discounted tuition to an employee's eligible spouse and dependents.

Procedure

Employee Tuition Reimbursement

- Employees may receive up to \$600 for each of three reimbursement periods, not to exceed \$1,800 each fiscal year. See reimbursement period dates below. The College Reimbursement ~~will be allocated and distributed~~ reimbursement on a first come, first served basis.
- The College will budget Reimbursement reimbursement funds ~~will be budgeted~~ each fiscal year or as authorized by the Board of Trustees.
- For credit courses, the College will reimbursement will be paid employees after classes are completed and a grade of "C" or better has been awarded. For continuing education (CE) courses, the College will reimbursement will be made employees after classes are completed and the requirements of the class have been mastered or the CE credits have been awarded.
- The College will not reimburse employees Reimbursement will not be paid for auditing courses.
- The College covers the cost of books, supplies, and related charges ~~are covered as long as if an itemized~~ receipt for payment is provided.
- It is at the discretion of leadership whether an employee may be released during normal-standard working hours to attend a class. The adjusted schedule must account for the total hours required for the employee's position.
- Out-of-district tuition will be waived; however, the Registrar's office must be notified of residency status prior to payment of tuition and any related charges.
- Funds are not available to waive tuition charges for family members.

- Employee tuition cannot be paid or reimbursed from the College’s departmental budgets.
- *Free* courses do not fall within this procedure.
- Courses paid for by grants or scholarships are not eligible for reimbursement under this procedure.
- Reimbursements must occur within the fiscal year in which classes are taken.

To receive tuition reimbursement, employees must follow the following steps:

1. As soon as the employee registers for the course(s), they must complete and submit an Employee Tuition Reimbursement Form to Human Resources, Benefits. All forms will be logged by date of receipt to assess the potential reimbursements requested. As the submitted forms near the ~~allotted~~ dollar limit the College allotted for employee tuition reimbursement, Human Resources, Benefits will notify the employee that reimbursement may not occur due to limited funds.
2. Employees must submit grades or CE requirements to Human Resources, Benefits by the deadlines listed below:

Reimbursement Period	Deadline to Submit Grades
Period 1	January 15
Period 2	May 17
Period 3	August 15

Grades submitted after the deadline date may not be processed until the next reimbursement period and only if funds are available. The date of the original submission (step 1) and the date of grade submission (step 2) will be considered in determining the order of reimbursement until all available funds are expended. Tuition reimbursement may not cross fiscal years.

Spouse and Dependent Tuition Discount

Spouse and dependents of eligible, full-time employees qualify for a tuition percentage discount of approximately \$30.00 per semester credit hour, to be deducted from in-district, out-of-district, or out-of-state rate, as applicable. The discount does not apply to dual credit enrollment.

For a spouse or dependent to be eligible, the employee must have completed six months of employment for their dependent to qualify for the discount.

For eligibility purposes, the College will use the same spouse and dependent eligibility criteria as defined by the ERS Dependent Eligibility Chart, located at <https://ers.texas.gov/Benefits-at-a->

Attachment 3

Glance/Dependent-eligibility-chart.pdf. A spouse or dependent does not need to be covered under the employee's health care plan to be eligible for the tuition discount.

If an employee or dependent is later determined to be ineligible, the discounted fees must be repaid to the College.

Process Steps

1. To request the spouse/dependent tuition discount, the employee must complete the Spouse and Dependent Tuition Discount Request form each semester. The form is located at internal.sanjac.edu/College Resources/Forms-Documents/HR and Payroll Forms. The completed form will be automatically routed to the employee's leader for approval.
2. Once the form is received by the leader, the leader should confirm that the employee has worked at the College for a minimum of six months and approve the form confirming eligibility.
3. The approved form is automatically routed to the selected Campus Business Office that will ensure the necessary steps are taken to apply the discount.

Date of SLT Approval	<u>April 9, 2023</u>
Effective Date	<u>April 10, 2023</u>
Associated Policy	Policy IV.4000.P, Tuition Reimbursement <u>and Spouse/Dependent Tuition Discount</u>
Primary Owner of Policy Associated with the Procedure	Vice Chancellor, Human Resources, Organizational and Talent Effectiveness
Secondary Owner of Policy Associated with the Procedure	Vice President, Human Resources

**SAN JACINTO COMMUNITY COLLEGE DISTRICT
PURCHASE RECAP
May 1, 2023**

PURCHASE REQUESTS AND CONTRACT RENEWALS

Purchase Request #1			
RFP 23-23, Consideration of Approval to Contract for Landscaping and Grounds Maintenance Services	(pg. 2)	\$	850,000
 Purchase Request #2			
Consideration of Approval of Additional Funds for DOL H1-B Grant Subrecipients	(pg. 6)		1,096,237
 Purchase Request #3			
RFP 23-15, Consideration of Approval to Contract for Beverage Vending and Pouring Rights	(pg. 8)		70,000
 Purchase Request #4			
Consideration of Approval to Purchase Electrical Supplies and Equipment	(pg. 10)		160,000
 Purchase Request #5			
Consideration of Approval of Additional Funds for Temporary Staffing Services	(pg. 11)		150,000
 Purchase Request #6			
Consideration of Approval to Purchase Ballistic Shields	(pg. 12)		127,200
 Purchase Request #7			
Consideration of Approval to Purchase Upfitting for Police Vehicles	(pg. 13)		108,000
 Purchase Request #8			
Consideration of Approval of Additional Funds for Food Distributor Services	(pg. 14)		100,000
 Purchase Request #9			
Consideration of Approval of Additional Funds for Semi-Tractor and Bus Repair	(pg. 15)		100,000
 TOTAL OF PURCHASE REQUESTS		\$	<u>2,761,437</u>

Purchase Request #1
Regular Board Meeting May 1, 2023
Consideration of Approval to Contract for Landscaping and
Grounds Maintenance Services

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve contracts with Yellowstone Landscape, Rotolo Consultants, Inc., and Paige Management LLC for landscaping and grounds maintenance services for the facilities services department.

BACKGROUND

General landscaping services require organizations that will provide turnkey services which includes labor, equipment, and oversight for all three campuses, the District Administration grounds, Generation Park, and the Maritime training facility. Additional field mowing services are also required for open fields at the South, North, and Central campuses. Field and lot mowing are serviced at a reduced frequency or on an as needed basis, depending on property conditions.

Request for proposals #23-23 was issued on February 21, 2023, to procure landscaping and grounds maintenance services, which complies with the competitive procurement requirements per Texas Education Code §44.031(a). Eight responses were received and evaluated by a team comprised of representatives from facilities services. In order to determine the best value for the College, each campus location was evaluated separately, resulting in multiple awards: Yellowstone Landscape for Central and North campuses, Rotolo Consultants, Inc. for South and Generation Park campuses, and Paige Management LLC for District and Maritime campuses.

IMPACT OF THIS ACTION

Outsourcing these landscaping services for the College is required due to the limited size of the College's grounds-keeping staff and the lack of appropriate equipment required to perform these services for all College-owned properties. Approval of these agreements will aid the existing in-house staff to maintain the aesthetics of the College grounds by performing essential lawn maintenance duties and preserve service levels in accordance with the College's grounds-keeping standards.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated expenditure for the services listed within the Request for Proposals is \$690,000, and the department requests an owner's contingency in the amount of \$160,000 to cover unanticipated costs and special projects throughout the contract for an annual total of \$850,000. The total annual amount will be funded from the facilities services department's 2022-2023 operating budget and subsequent year budgets.

MONITORING AND REPORTING TIMELINE

The initial one-year award term will commence on June 5, 2023, with four one-year renewal options.

**Purchase Request #1
Regular Board Meeting May 1, 2023
Consideration of Approval to Contract for Landscaping and
Grounds Maintenance Services**

ATTACHMENTS

Attachment 1 - Tabulation

RESOURCE PERSONNEL

Bryan Jones	281-998-6343	bryan.jones@sjcd.edu
Ron Andell	281-542-2016	ron.andell@sjcd.edu
Genie Freeman-Scholes	281-998-6348	genevieve.scholes@sjcd.edu

RFP 23-23
Landscaping & Grounds Maintenance Services
Attachment 1 – Tabulation

QUALIFICATIONS

#	Vendors	Section 1: Firm	Section 2: Personnel	Section 3: Scope, Approach, Management	Section 4: Crews and Safety	Section 5: References	Qual. Total Score
	<i>Total Points</i>	<i>10</i>	<i>20</i>	<i>15</i>	<i>20</i>	<i>5</i>	<i>70</i>
1	Yellowstone Landscape	9.33	17.33	13.00	16.00	3.00	58.67
2	Rotolo Consultants, Inc.	8.67	17.33	12.00	17.33	2.67	58.00
3	ABM Texas General Services, Inc	8.00	14.67	12.00	14.67	3.33	52.67
4	Maldonado Nursery & Landscaping	8.00	14.67	12.00	16.00	2.00	52.67
5	BrightView Landscapes LLC	8.00	13.33	11.00	14.67	2.33	49.33
6	Paige Management LLC	7.33	12.00	12.00	13.33	3.00	47.67
7	Ambassador Services	7.33	12.00	9.00	8.00	2.67	39.00
8	Horticare Landscape Management	4.67	6.67	6.00	8.00	3.33	28.67

Central Campus Final Score

#	Vendors	Qualification Score	Price Score	Final Score	Annual Price
	<i>Total Points</i>	<i>70</i>	<i>30</i>	<i>100</i>	
1	Yellowstone Landscape	58.67	29.17	87.84	\$283,350.00
2	Rotolo Consultants, Inc.	58.00	27.42	85.42	\$301,432.60
3	Maldonado Nursery & Landscaping	52.67	30.00	82.67	\$275,535.73
4	ABM Texas General Services, Inc	52.67	29.01	81.68	\$284,939.94
5	BrightView Landscapes LLC	49.33	20.38	69.71	\$405,613.88
6	Paige Management LLC	47.67	19.26	66.93	\$429,210.00
7	Ambassador Services	39.00	21.33	60.33	\$387,503.08
8	Horticare Landscape Management	28.67	13.28	41.95	\$622,400.00

North Campus Final Score

#	Vendors	Qualification Score	Price Score	Final Score	Annual Price
	<i>Total Points</i>	<i>70</i>	<i>30</i>	<i>100</i>	
1	Yellowstone Landscape	58.67	30.00	88.67	\$155,310.00
2	Rotolo Consultants, Inc.	58.00	25.72	83.72	\$181,175.38
3	Maldonado Nursery & Landscaping	52.67	23.03	75.70	\$202,312.15
4	ABM Texas General Services, Inc	52.67	19.18	71.84	\$242,985.94
5	BrightView Landscapes LLC	49.33	22.15	71.49	\$210,322.12
6	Paige Management LLC	47.67	15.64	63.30	\$298,002.00
7	Ambassador Services	39.00	20.86	59.86	\$223,325.08
8	Horticare Landscape Management	28.67	11.16	39.82	\$417,600.00

South Campus Final Score

#	Vendors	Qualification Score	Price Score	Final Score	Annual Price
	<i>Total Points</i>	70	30	100	
1	Rotolo Consultants, Inc.	58.00	30.00	88.00	\$194,506.12
2	Yellowstone Landscape	58.67	28.85	87.52	\$202,230.00
3	Maldonado Nursery & Landscaping	52.67	25.51	78.18	\$228,711.45
4	ABM Texas General Services, Inc	52.67	23.36	76.02	\$249,821.94
5	BrightView Landscapes LLC	49.33	23.41	72.74	\$249,278.30
6	Paige Management LLC	47.67	15.15	62.82	\$385,158.00
7	Ambassador Services	39.00	18.15	57.15	\$321,567.38
8	Horticare Landscape Management	28.67	14.54	43.20	\$401,400.00

Generation Park Campus Final Scores

#	Vendors	Qualification Score	Price Score	Final Score	Annual Price
	<i>Total Points</i>	70	30	100	
1	Rotolo Consultants, Inc.	58.00	20.31	78.31	\$34,905.30
2	Yellowstone Landscape	58.67	15.20	73.87	\$46,642.00
3	Ambassador Services	39.00	30.00	69.00	\$23,633.50
4	BrightView Landscapes LLC	49.33	17.57	66.90	\$40,360.94
5	Paige Management LLC	47.67	17.26	64.92	\$41,084.00
6	ABM Texas General Services, Inc	52.67	11.71	64.37	\$60,556.44
7	Maldonado Nursery & Landscaping	52.67	10.50	63.16	\$67,546.44
8	Horticare Landscape Management	28.67	8.58	37.24	\$82,680.00

District and Maritime Center Final Scores

#	Vendors	Qualification Score	Price Score	Final Score	Annual Price
	<i>Total Points</i>	70	30	100	
1	Paige Management LLC	47.67	30.00	77.67	\$21,700.00
2	Rotolo Consultants, Inc.	58.00	17.85	75.85	\$36,472.38
3	Yellowstone Landscape	58.67	11.74	70.41	\$55,454.00
4	Maldonado Nursery & Landscaping	52.67	14.51	67.18	\$44,859.59
5	BrightView Landscapes LLC	49.33	14.42	63.75	\$45,151.96
6	ABM Texas General Services, Inc	52.67	10.50	63.16	\$62,016.44
7	Ambassador Services	39.00	22.68	61.68	\$28,706.48
8	Horticare Landscape Management	28.67	9.63	38.30	\$67,596.00

Consideration of Approval of Additional Funds for DOL H1-B Grant Subrecipients

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the expenditure of additional funds for subrecipients of the U.S. Department of Labor H1-B Scaling Apprenticeship Through Sector-Based Strategies grant.

BACKGROUND

In 2019, the College was awarded a grant for the U.S. Department of Labor H1-B Scaling Apprenticeship Through Sector-Based Strategies. This grant allows for an apprenticeship project that will train 5,000 apprentices and pre-apprentices over 48 months. Goals are to increase the number of apprentices in the Information Technology (IT) occupation, create new apprenticeships and modify and scale existing ones, bring new IT employers into the apprenticeship system, and scale apprenticeship programs nationwide. Further, the grant program is designed to support diversity and expects to increase access to industry-recognized credentials to underrepresented apprenticeship populations, particularly veterans, military spouses, transitioning service members, women, people of color, and ex-offenders.

In August 2022, the Board of Trustees approved expenditures to the following grant subrecipients: Austin Community College, International Business Machines (IBM), and Lockheed Martin.

IMPACT OF THIS ACTION

Approval of this request will allow for final expenditures of grant funds reallocated to the following subrecipients: Austin Community College, IBM, and Lockheed Martin.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This request will increase the total amount approved for each subrecipient as follows:

Grant Subrecipients	Current Approval	Increase Request	Total
International Business Machines (IBM)	\$2,834,000	\$151,170	\$2,985,170
Austin Community College	\$518,000	\$400,567	\$918,567
Lockheed Martin	\$212,000	\$544,500	\$756,500
Totals	\$3,564,000	\$1,096,237	\$4,660,237

These expenditures will be funded from the U.S. Department of Labor H1-B Scaling Apprenticeship Through Sector-Based Strategies grant.

MONITORING AND REPORTING TIMELINE

The grant expires on July 14, 2023, and final payments will be made by September 2023.

Purchase Request #2
Regular Board Meeting May 1, 2023

Consideration of Approval of Additional Funds for DOL H1-B Grant Subrecipients

ATTACHMENTS

None

RESOURCE PERSONNEL

Teri Zamora	281-998-6306	Teri.Zamora@sjcd.edu
Tomoko Olson	281-998-6146	Tomoko.Olson@sjcd.edu

Purchase Request #3
Regular Board Meeting May 1, 2023

Consideration of Approval to Contract for Beverage Vending and Pouring Rights

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve a contract with Keurig Dr. Pepper for beverage vending and pouring rights services for the College.

BACKGROUND

To ensure all students, faculty, and staff beverage vending needs are met, the College has historically and consistently provided beverage machines on college locations. The machines offer a variety of options including sparkling beverages, water, tea, juices, sport, and energy drinks. In addition, beverage options are also available for purchase in all café locations.

Request for proposals #23-15 was issued on January 13, 2023, to procure beverage vending and pouring rights services, which complies with the competitive procurement requirements per Texas Education Code §44.031(a). Four responses were received and evaluated by a team comprised of representatives from auxiliary services, student financial services and food services who determined the proposal submitted by Keurig Dr. Pepper will provide the best value to the College.

IMPACT OF THIS ACTION

Adoption of this recommendation will enable the College to be serviced with beverage vending and provide reasonable rates for college purchases. All vending machine sales and café purchases will generate a commission or rebate payable to the College. The agreement also includes annual sponsorship payments and product donations.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated annual expenditure is \$70,000 for primary cafeteria operations and will be funded from the auxiliary services department's 2023-2024 operating budget and subsequent year budgets. The total projected revenue over the contract term is estimated at \$724,000.

MONITORING AND REPORTING TIMELINE

The initial three-year award term will commence on August 1, 2023 with two one-year renewal options.

ATTACHMENTS

Attachment 1 - Tabulation

RESOURCE PERSONNEL

Matt Prasifka	281-991-2627	matt.prasifka@sjcd.edu
Farrah Khalil	281-998-6326	farrah.khalil@sjcd.edu

RFP 23-15
Beverage Vending and Pouring Rights
Attachment 1 – Tabulation

QUALIFICATIONS

Vendors	Section 1: Firm / Personnel	Section 2: Product Line / Mix	Section 3: Maint. Plan & Schedule	Section 4: Value Added Services	Section 5: References	Sections 6-7: Price	Total Points	Interview
<i>Total Points</i>	<i>20</i>	<i>15</i>	<i>10</i>	<i>10</i>	<i>10</i>	<i>35</i>	<i>100</i>	
Keurig Dr. Pepper	14.80	10.20	6.80	5.90	6.10	29.99	73.79	Yes
PepsiCo	15.40	10.50	7.20	6.80	6.60	26.57	73.07	Yes
Canteen Vending	16.20	12.30	7.10	5.70	6.20	24.84	72.34	Yes
Coca-Cola Southwest	13.20	9.75	5.10	6.00	7.10	16.85	58.00	No

FINAL SCORES

#		Qualification	Interviews	Final Score
	<i>Total Points</i>	<i>100</i>	<i>40</i>	<i>140</i>
1	Keurig Dr. Pepper	73.79	33.60	107.39
2	Canteen Vending	72.34	33.60	105.94
3	PepsiCo	73.07	27.55	100.62
4	Coca-Cola Southwest	58.00	NA	58.00

FINANCIAL RETURN TO THE COLLEGE

Company	Commission Sales Percentage	Annual Commission of Estimated Sales \$206,000	Annual Sponsorship Payment	Annual Product Donation Value	Total Revenue Over Contract Term
Keurig Dr. Pepper	20%	\$41,200	\$100,000	\$3,600	\$724,000
Canteen Vending	31%	\$63,860	\$22,500	\$0	\$431,800
PepsiCo	35%	\$72,100	\$22,000	\$2,500	\$483,000
Coca-Cola Southwest	15%	\$30,900	\$25,000	\$0	\$279,500

Purchase Request #4
Regular Board Meeting May 1, 2023

Consideration of Approval to Purchase Electrical Supplies and Equipment

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the purchase of electrical supplies and equipment from Dealers Electrical Supplies for the facilities services department.

BACKGROUND

Dealers Electrical Supplies has historically provided electrical supplies and equipment for any electrical related repairs and maintenance for the College facilities. Dealers Electrical Supplies currently ranks as one of the nation's largest electrical distributors and engaged in the wholesale distribution of electrical supplies to the commercial and industrial construction industries.

Dealers Electrical Supplies has a contract through the BuyBoard cooperative contracts program to provide electrical supplies and equipment, contract #657-21, which complies with competitive procurement requirements in Texas Education Code §44.031 and is permitted through Texas Government Code §791.001(g).

IMPACT OF THIS ACTION

Having a reliable and responsive company such as Dealers Electrical Supplies provides a critical resource to support the facilities services department, allowing them to quickly provide the necessary supplies needed. Access to these supplies provides the College with the ability to quickly respond to electrical issues and requests.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated annual expenditure for this request is \$160,000 and will be funded from the facilities services department's 2022-2023 operating budget.

MONITORING AND REPORTING TIMELINE

None

ATTACHMENTS

None

RESOURCE PERSONNEL

Bryan Jones	281-998-6343	bryan.jones@sjcd.edu
Ron Andell	281-542-2016	ron.andell@sjcd.edu
Genie Freeman-Scholes	281-998-6348	genevieve.scholes@sjcd.edu

Purchase Request #5
Regular Board Meeting May 1, 2023

Consideration of Approval of Additional Funds for Temporary Staffing Services

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the expenditure of additional funds for the purchase of temporary staffing services from The Spearhead Group to provide College-wide temporary staffing services.

BACKGROUND

The College’s ability to be a leader in the higher education arena is directly related to the level of service provided to our students and employees. Temporary staffing services provide the College with quick access to trained and qualified employees who can perform job duties on an “as needed” basis.

Request for proposals #22-06 was issued in September 2021 to procure College-wide temporary staffing services. There were 66 responses received, and The Spearhead Group is 1 of 10 temporary staffing providers that was awarded a contract by the Board in November 2021.

IMPACT OF THIS ACTION

Temporary staffing services are needed primarily to temporarily fill position vacancies, meet short-term temporary staffing needs and to fulfill a demand for additional staffing during peak times of the year. Allotting additional funds to The Spearhead Group will allow the College to maintain a large pool of temporary employees and ensure there is no disruption of services to students and departments.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

In August of 2022, the Board approved an expenditure of \$200,000 for temporary staffing services with The Spearhead Group. This request will increase the total amount approved by \$150,000 to a total of \$350,000. This expenditure will be funded from various departments’ 2022-2023 operating budgets.

MONITORING AND REPORTING TIMELINE

The current contract term is November 5, 2022 through November 4, 2023 with two one-year renewal options remaining.

ATTACHMENTS

None

RESOURCE PERSONNEL

Farah Khalil	281-998-6326	farrah.khalil@sjcd.edu
Damon Harris	281-998-6103	damon.harris@sjcd.edu

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the purchase of ballistic shields from Got You Covered (GYC) Uniforms for the College police department.

BACKGROUND

The Texas Shield Grant Program was developed in response to the May 24, 2022, Uvalde elementary school shooting. Texas Governor Abbott announced the grant program for eligible law enforcement agencies to apply for funding for rifle-resistant ballistic shields and a portion of those funds have been allocated to the College police department to procure 20 ballistic shields. Due to the officers' duty to intervene when certain incidents occur, officers can no longer wait for SWAT officers nor for specialized units to arrive for assistance. It is imperative that officers respond quickly to stop the threat and save lives. In order to help facilitate the safety and well-being of our officers and members of our community, the accessibility of ballistic shields is a vital piece of the officers' duty equipment.

GYC has a contract through the BuyBoard cooperative contracts program to provide uniforms and accessories, contract #670-22, which complies with the competitive procurement requirements per Texas Education Code §44.031(a)(4) and is permitted through Texas Government Code §791.001(g).

IMPACT OF THIS ACTION

Approval of this request will provide the College police department with ballistic shields. The shields are constructed of ballistic resistant materials and are intended to protect users against arms fire and fragmentation threats. These shields are used by law enforcement personnel during tactical operations where officers have little or no cover and are commonly used during active shooter and armed suspect incidents.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated expenditure for this request is \$127,200 and will be funded by the Texas Shield Grant Program for the College police department.

MONITORING AND REPORTING TIMELINE

This purchase will be completed prior to the grant deadline of September 30, 2023.

ATTACHMENTS

None

RESOURCE PERSONNEL

Chief Sabrina Naulings	281-542-2064	sabrina.naulings@sjcd.edu
Lieutenant Darrell Burns	281-991-2676	darrell.burns@sjcd.edu
Melissa Fuqua	281-998-6378	melissa.fuqua@sjcd.edu

Purchase Request #7
Regular Board Meeting May 1, 2023
Consideration of Approval to Purchase Upfitting for Police Vehicles

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the purchase of upfitting equipment and service from Dana Safety Supply, Inc. for seven new police vehicles.

BACKGROUND

The police department maintains a fleet of police vehicles utilized for campus patrol and official police transportation functions. In April, the Board of Trustees approved the purchase of seven additional Ford Interceptor vehicles for the police department. These vehicles require police upfitting packages to equip the vehicles with lights, sirens, bars, special bumpers, etc. The new vehicles need to be upfitted before they can be used for patrol.

Dana Safety Supply, Inc. has a contract through the BuyBoard cooperative contract program for police vehicles, contract #698-23, which complies with competitive procurement requirements in Texas Education Code §44.031 and is permitted through Texas Government Code §791.001(g).

IMPACT OF THIS ACTION

Approval of this purchase will provide the police department with upfitting for the seven (7) new Ford Police Interceptor Utility vehicles. Purchasing these vehicles will reduce the daily stress placed on the current fleet, expand the usable life of existing police vehicles, and allow for retirement of older vehicles in need of extensive repair.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The expenditure for this request is \$108,000 and will be funded from the police department's 2022-2023 operating budget.

MONITORING AND REPORTING TIMELINE

None

ATTACHMENTS

None

RESOURCE PERSONNEL

Teri Zamora	281-998-6306	teri.zamora@sjcd.edu
Sabrina Naulings	281-998-6151	sabrina.naulings@sjcd.edu
Melissa Fuqua	281-998-6378	melissa.fuqua@sjcd.edu

Purchase Request #8
Regular Board Meeting May 1, 2023

Consideration of Approval of Additional Funds for Food Distributor Services

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the expenditure of additional funds for food distributor services from Ben E. Keith Foods for the culinary, childcare, and auxiliary services departments.

BACKGROUND

Food products and supplies are required to prepare meals at the Central Campus Childcare Center and the four campus cafes, and for the culinary department course work and food preparation training. Request for proposals #19-27 was issued in June 2019 to procure food distributor services. Out of the two responses received, Ben E. Keith Foods was awarded a contract by the Board in August 2019.

IMPACT OF THIS ACTION

Approval of this request will allow Ben E. Keith Foods to continue to provide food products and supplies on an as-needed basis to the College's culinary department, Central Campus Childcare Center, and the four campus cafes.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

In August of 2022, the Board approved an expenditure of \$350,000 for food distributor services with Ben E. Keith Foods. This request will increase the total amount approved by \$100,000 to a total of \$450,000. This expenditure will be funded from the culinary, childcare and auxiliary department's 2022-2023 operating budgets.

MONITORING AND REPORTING TIMELINE

The current contract term is September 1, 2022 through August 31, 2023 with one one-year renewal option remaining.

ATTACHMENTS

None

RESOURCE PERSONNEL

Matt Prasifka	281-991-2627	matt.prasifka@sjcd.edu
Farrah Khalil	281-998-6326	farrah.khalil@sjcd.edu

Purchase Request #9
Regular Board Meeting May1, 2023

Consideration of Approval of Additional Funds for Semi-Tractor and Bus Repair

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the expenditure of additional funds for semi-tractor and bus maintenance and repairs from Transwest Mobile and LaPorte Tire for the continuing and professional development (CPD) applied trades department.

BACKGROUND

Over the past year, the CPD applied trades department has experienced an enrollment increase due to the demand of commercial driver's license (CDL) A and B drivers and the San Jacinto College Fast Track Funding opportunities for students. CPD has a current contract to provide CDL training for CenterPoint Energy drivers, a new CDL B program is scheduled to start in May 2023, and approval of a third-party testing program is expected soon. All of these opportunities mean increased wear and tear on the semi-tractors, trailers, and buses used for training, requiring additional repairs and maintenance.

Request for proposals #23-16 was issued in December 2022 to procure semi-truck and bus maintenance and repairs for the CPD applied trades department. In December 2022, the Board of Trustees approved a contract with Transwest Mobile and LaPorte Tire.

IMPACT OF THIS ACTION

Approval of this request will allow Transwest Mobile and LaPorte Tire to continue repairs and maintenance of semi-tractors, trailers, and buses as needed to assist with the CDL training programs.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

In December 2022, the Board approved an expenditure of \$150,000 for semi-tractor and bus maintenance and repairs. This request will increase the total amount approved by \$100,000 to a total of \$250,000. This expenditure will be funded from the CPD applied trades department's 2022-2023 operating budget and subsequent year budgets.

MONITORING AND REPORTING TIMELINE

The current contract terms are January 4, 2023, through January 3, 2024, with four one-year renewal options.

ATTACHMENTS

None

RESOURCE PERSONNEL

Jerelyn Glenn	281-542-2066	jerelyn.glenn@sjcd.edu
Tony Rich	281-478-3687	tony.rich@sjcd.edu
Melissa Fuqua	281-998-6378	melissa.fuqua@sjcd.edu

Item "A"
Regular Board Meeting May 1, 2023

Approval of the Minutes for the April 3, 2023, Workshop and Regular Board Meeting

RECOMMENDATION

The Chancellor requests that the Board of Trustees approve the minutes for the April 3, 2023, Workshop and Regular Board Meeting.

San Jacinto College District Board Workshop April 3, 2023

The Board of Trustees of the San Jacinto Community College District met for a Board Workshop at 5:30 p.m., Monday, April 3, 2023, in Room 201 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

MINUTES

	Board Workshop Attendees:	Board Members: Marie Flickinger, Erica Davis Rouse, Dan Mims, John Moon, Jr. (absent), Keith Sinor (absent), Dr. Ruede Wheeler, Larry Wilson Chancellor: Brenda Hellyer Other: Sandra Ramirez, Mandi Reiland, Teri Zamora
	Agenda Item:	Discussion/Information
I.	Call the Meeting to Order	Chair Flickinger called the workshop to order at 5:31 p.m.
II.	Roll Call of Board Members	Board Chair Flickinger conducted a roll call of the Board members: Erica Davis Rouse Marie Flickinger Dan Mims John Moon, Jr. (absent) Keith Sinor (absent) Dr. Ruede Wheeler Larry Wilson
III.	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	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. 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. It was determined after the time of posting that a closed session was not needed.

<p>IV.</p>	<p>Review of Insurance Renewals</p>	<p>Teri Zamora provided an update on the College’s insurance coverage. The College’s total insurable value has increased from \$1.039 billion last year to \$1.068 billion this year. The increase is due to construction cost inflation and updated values from new renovations. Other factors in the increase are the rate increased from \$0.346 per \$100 to \$0.433 per \$100 and the named storm deductible increased one percent. We will be increasing the named storm deductible from 2 percent to three percent of insured value for each building.</p> <p>Dan Mims asked if the winter storms are included in this category. Teri responded that there is a certain amount of severity that causes these storms to be named. When any storm, including a winter storm, becomes officially named, it will be included in this deductible.</p> <p>This year’s total premium has increased \$1 million from last year (\$3.6 million to \$4.6 million). There has been an increase in commercial premiums due to the volume of severe storms, inflation, and tighter underwriting.</p> <p>Dr. Brenda Hellyer added that the College has a consultant who works with the broker to understand the insurance market and determine the best approach for obtaining coverage.</p> <p>Larry Wilson asked why the flood insurance is capped at \$70 million. Teri responded that the College has an additional separate flood insurance which renews at a different time.</p> <p>The cost for liability/casualty coverage in increasing by \$37,178 (10.6 percent). Teri provided a chart to show the increase in each type of coverage along with a chart to illustrate other insurance coverages that renew throughout the year.</p> <p>Unless prevented by extreme market volatility, requests for proposals will be issued in fall 2023 for property insurance and liability/casualty insurance, to prepare for spring 2024 insurance renewals.</p>
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		Brenda informed the Board that these insurance renewals will be included in the purchasing request items to be voted on this evening.
V.	Update on May 2023 Board Election	<p>Teri provided an update on the May 2023 Board Election, including a timeline showing what steps of the election process have been completed and which are still pending. The first day of early voting will be April 24 with the last day of early voting being May 2, and election day is May 6. A special Board meeting will be held on May 15 to canvass Board election results.</p> <p>Teri provided a timeline of election communications including news releases and social media campaigns.</p> <p>Marie Flickinger recommended confirming if the Pasadena Citizen is still being printed through the Houston Chronicle.</p> <p>Teri responded that this is the list we have worked with in the past, but she will confirm.</p> <p>There are currently 29 early voting locations with 13 being in San Jacinto College’s taxing district and 126 election day voting locations with 57 in the College’s taxing district. Teri provided a list of the early voting sites in the College’s taxing district.</p>
VI.	Update on Process for Revising Outside Employment Policy and Procedure	<p>Sandra provided background on why the Outside Employment Policy and Procedure Task Force is being formed. The College is working to revise the current policy and procedure due to gaps in:</p> <ul style="list-style-type: none"> • evaluating outside employment • defining parameters that may apply to outside employment, • disclosing of outside employment, and • determining what is considered a conflict of interest. <p>Sandra explained a revised policy and procedure addressing the above gaps went out for College-wide comments and over 40 comments were received from employees. The Strategic Leadership Team (SLT) reviewed all the feedback and decided to form this task force which includes the Faculty Senate President, Staff Organization Chair, and Administrative Organization Chair along with ten additional employees. Sandra will serve as</p>

		<p>the SLT sponsor. The first meeting will be April 14, and the task force is intended to conclude in June. This task force will have the opportunity to review all of the employee comments and will work together to bring forward a revised policy and procedure by June. The proposed policy and procedure will go to the SLT for approval then be sent out College-wide for feedback. The intention is for the revised policy and procedure to be brought to the Board for first reading in the September/October time frame.</p> <p>Erica Davis Rouse asked what the College is wanting to achieve with this policy. Sandra responded that the purpose is about the open dialogue an employee and leader should be having when engaging about outside employment.</p> <p>Brenda added that this is not trying to prevent employees from having a second job. It is about the structure that needs to be put in place to support the work at the College and how to manage part-time work. Sandra will bring an attorney in and step out of the meeting to allow employees to ask questions directly. Our intent is to develop processes to manage outside employment efforts.</p>
<p>VII.</p>	<p>Update on State and Federal Legislative Sessions and the Texas Commission on Community College Finance</p>	<p>Brenda provided an overview of the State and Federal legislative sessions.</p> <p>On the Federal side, Teri Crawford, Ken Tidwell, Jeff Pearce, and four San Jacinto College students traveled to Washington, D.C., during the week of March 27 with the Economic Alliance Houston Port Region for its annual Washington DC Fly-In. The team participated in multiple meetings with members of Congress as well as with the National Association of Manufacturers and the Association of Fuel and Petroleum Manufacturers. The students did a fantastic job talking about PELL grants and requesting that lawmakers consider short-term PELL, removing the federal income tax on PELL, and requesting \$30 million for the Maritime Centers of Excellence program.</p> <p>The House also met and passed H.R. 1 which is noted as the Lower Energy Costs Act. The bill will move to the Senate for consideration.</p>

		<p>On the State side, now that the 88th Legislature has passed the halfway mark, the members are able to vote on legislation and there has been many bills moving.</p> <p>Important to community colleges is the Community College Finance Commission bill, HB 8 and its companion SB 2539. In the House, HB 8 was heard in committee and had a substitute added. It has passed out of the committee and is in the calendar committee to be scheduled for the House floor. We are hearing that this will possibly be heard the week of April 17. The Senate bill will be left pending in committee until HB 8 moves over to the Senate, and then HB 8 will most likely become the bill that moves forward. Funding for HB 8 is in HB 1 (Budget Bill) as a rider. HB 1 has passed out of the appropriations committee and out of the calendars committee and is schedule for the House floor on Thursday, April 6.</p> <p>We are monitoring multiple bills including several that will allow Texas State Technical College (TSTC) to expand along with another for a \$1 billion endowment to fund TSTC capital projects. Three of the expansion bills will be heard in House Higher Education on Monday, April 3. The funding bill, SJR 81 (Senate Joint Resolution), was heard in the Senate Higher Education Committee on March 30 and was left pending.</p> <p>Another bill we are monitoring is SB 2335 which would create a Texas Higher Education Accreditation Commission, independent state agency directly accountable to the Governor. The Accreditation Commission members would be appointed by the Governor, Lt. Governor, and the Speaker. Two-thirds of the Commission must be an employer, or a representative of an employer association in target occupations determined by the Texas Workforce Commission.</p> <p>The Commission would: 1) set standards and evaluate each accreditation agency biennially according to those standards; 2) list required assessments of the colleges under accrediting agency for labor outcomes, education outcomes, and, actions taken by the agency that hinder the authority of institutions governing board or its accountability to legislature; 3) rank the agencies in a biennial report to state leadership and relevant chairs; and 4) note any agency that should not be approved. After 15</p>
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		<p>years, the institutions of higher education must switch from a 'satisfactory' agency to another approved accrediting agency. After 20 years, the institution of higher education must switch from an 'exemplary' rating to another agency. The enforcement for this law is that state funding will be removed from intuitions that do not comply. Adverse impacts from the created agency can be brought to court for an amount up to the total federal funding, court costs and attorney fees. The Texas Higher Education Coordinating Board (THECB) must fulfill this ranking by September 2024.</p> <p>San Jacinto College has submitted comments to Senator Middleton who is the bill author. The comments essentially are requesting clarity on the timing based on when each institution's accreditation is due to renew. With the threat of removing all state funding, we believe it is critical to have clarity on the timing of implementation expectations.</p> <p>There are other bills we are monitoring, but these are the key bills moving at this time.</p>
VIII.	Review of Calendar	<p>Brenda reviewed upcoming events on the Board calendar and asked the Board members to let Mandi Reiland know if they would like to attend any of the listed events.</p>
IX.	General Discussion of Meeting Items	<p>Brenda informed the Board that they will have a purchasing request item to renew the contract for the delinquent property taxes with Danny Snooks for one year. The Board was provided a document to illustrate the College's historical collection rates off of each year's levy in comparison to other local colleges, school districts, and Harris County to determine if we are experiencing the same collection rates as these other entities.</p> <p>Erica asked if there is a difference in how Danny Snooks in compensated versus a larger company. Teri responded that there is no difference, and it is a standard process.</p> <p>Brenda added that the Board also has a resolution to approve Community College month which is designated in the month of April by the American Association of Community College Trustees (ACCT). The College's Marketing team put together a social media campaign and provided suggested text to share on social media.</p>

X.	Adjournment	Chair Flickinger adjourned the workshop at 6:30 p.m.
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**San Jacinto College District
Regular Board Meeting Minutes**

April 3, 2023

The Board of Trustees of the San Jacinto Community College District met at 7:00 p.m., Monday, April 3, 2023, 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
Marie Flickinger, Chair
Dan Mims
John Moon, Jr., Vice Chair (via videoconference)
Larry Wilson
Dr. Ruede Wheeler

Absent: Keith Sinor, Secretary

Chancellor: Brenda Hellyer

Others Present:

Pat Amezcua	Josh Lister
Rhonda Bell	Courtney Morris
Aurie Bivens	Kevin Morris
Robert Cage	Andrea Nguyen
Michelle Cantu-Wilson	Alexander Okwonna
Jacquelynn Conger	Jeremy Pedigo
Teri Crawford	James Ragaisis
Suzanne DeBlanc	Sandra Ramirez
Teddy Farias	Mandi Reiland
Rachel Garcia	Heather Rhodes
Scott Gernander	Eddy Ruiz
Abbie Grubb	Danny Snooks
Kevin Hale	Janice Sullivan
Brad Hance	Earle Thomas
Damon Harris	Ken Tidwell
Allatia Harris	Karen Wheeler-Hall
Bo Hopper	Christopher Wild
Carin Hutchins	Teri Zamora
Sallie Kay Janes	Joanna Zimmermann
Robert Jeter III	Darrell Burns
Matt Keim	Sabrina Naulings
Aaron Knight	

Call the Meeting to order: Chair Flickinger called the Regular Meeting of the Board of Trustees to order at 7:00 p.m.

Roll Call of Board Members:

Chair Flickinger conducted a roll call of the Board members:

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

Invocation and Pledges to the Flags:

The invocation was given by Dr. 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. Patricio Amezcua and Suzanne DeBlanc recognized the 2022-2023 Honoraria recipients.
2. The recognition of the See to Succeed Program was tabled.
3. Dr. Aaron Knight recognized faculty member Abbie Grubb and the Honors Students for the Texas State Historical Association 127th Annual Meeting.

Student Success Presentations:

1. Robert Cage and Earle Thomas provided a presentation on Financial Aid and Scholarships.

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 from Alyssa Sabayrac for the plant sent in memory of her brother.
2. A thank you was sent to the Board from Kenneth Tidwell for the plant sent in memory of his brother.
3. March 2023 Opportunity News
4. April 2023 Opportunity News

Public Comment:

There was one citizen desiring to speak before the Board.

1. Robert Jeter III

Informative Reports:

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

- A. San Jacinto College Financial Statements
 - a. San Jacinto College Monthly Financial Statements February 2023
 - b. San Jacinto College Monthly Investment Report February 2023
 - c. San Jacinto College Quarterly Investment Report December 2022 - February 2023
- B. San Jacinto College Foundation Financial Statements
- C. Capital Improvement Program
- D. San Jacinto College Finance Committee Minutes

**Motion 10264
Consideration of
Approval of
Amendment to the
2022-2023 Budget for
Restricted Revenue
and Expenses
Relating to Federal
and State Grants**

Motion was made by Larry Wilson, seconded by Erica Davis Rouse, for Approval of Amendment to the 2022-2023 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants.

Motion Carried.

Yeas: Davis Rouse, Flickinger, Mims, Moon, Jr., Wheeler, Wilson
Nays: None

**Motion 10265
Consideration of
Adoption of a
Resolution of Support
for April 2023 as
Community College
Month as Designated
by the Association of
Community College
Trustees**

Motion was made by Dan Mims, seconded by Erica Davis Rouse, for Adoption of a Resolution of Support for April 2023 as Community College Month as Designated by the Association of Community College Trustees.

Motion Carried.

Yeas: Davis Rouse, Flickinger, Mims, Moon, Jr., Wheeler, Wilson
Nays: None

**Motion 10266
Consideration of
Approval of the 2023-
2024 Annual
Priorities**

Motion was made by Dr. Ruede Wheeler, seconded by Dan Mims, for Approval of the 2023-2024 Annual Priorities.

Motion Carried.

Yeas: Davis Rouse, Flickinger, Mims, Moon, Jr., Wheeler, Wilson
Nays: None

**Motion 10267
Consideration of
Purchasing Requests**

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

Purchase Request #1	
Purchase Property Insurance	\$4,630,920
Purchase Request #2	
Purchase Casualty Insurance	384,795
Purchase Request #3	
Additional Funds for Computers and Services	700,000
Purchase Request #4	
Renew Contract for Parking Lot Paving and Striping Services	200,000
Purchase Request #5	
Purchase Graduation Event License	130,000
Purchase Request #6	

Purchase Hydrodynamic Modeling Software	115,000
Purchase Request #7 Amend the Contract for Collection of Delinquent Ad Valorem Taxes	-
Purchase Request #8 Purchase Police Vehicles	<u>340,000</u>
TOTAL OF PURCHASE REQUESTS	\$6,500,715

Motion Carried.

Yeas: Davis Rouse, Flickinger, Mims, Moon, Jr., Wheeler, Wilson
Nays: None

**Motion 10268
Consent Agenda**

Motion was made by Dr. Ruede Wheeler, seconded by Dan Mims, to approve the consent agenda.

- A. Approval of the Minutes for the March 6, 2023, Workshop and Regular Board Meeting
- B. Approval of the Minutes for the March 10, 2023, Board Strategic Planning Retreat
- C. Approval of the Budget Transfers
- D. Approval of Personnel Recommendations, 2023-2024 Part-Time Hourly Rate Schedule, and Honorarium Payments
- E. Approval of the Affiliation Agreements
- F. Approval of the Next Regularly Scheduled Meeting

Motion Carried.

Yeas: Davis Rouse, Flickinger, Mims, Moon, Jr., Wheeler, Wilson
Nays: None

**Items for Discussion/
Possible Action**

There were no additional items discussed.

Adjournment:

Chair Flickinger adjourned the meeting at 7:48 p.m.

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve budget transfers for March 2023 which have been made in accordance with appropriate accounting procedures.

BACKGROUND

Adoption of the budget by the Board of Trustees prior to September 1 of each year serves as the authorization to expend funds for the next fiscal year. The budget is adopted by functional classification (or cost elements: Instruction, Public Service, Academic Support, Student Services, Institutional Support, and Operation and Maintenance of Plant) as defined by the National Association of College and University Business Officers (NACUBO). Realizing that the budget is a living document that reflects the evolving needs of the College in terms of meeting goals and objectives, occasional movement of budgeted funds between cost elements is desirable and warranted. The budget transfers under consideration represent previously authorized expenditures that are requested to be reclassified from one cost element to another cost element.

IMPACT OF THIS ACTION

Approval of the budget transfers allows the College to more effectively utilize existing resources in fulfilling its instructional objectives.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This request is a reclassification of existing authorizations.

MONITORING AND REPORTING TIMELINE

None

ATTACHMENTS

Attachment 1 – Budget Transfers

RESOURCE PERSONNEL

Teri Zamora	281-998-6306	teri.zamora@sjcd.edu
Carin Hutchins	281-998-6109	carin.hutchins@sjcd.edu
Dianne Duron	281-998-6347	dianne.duron@sjcd.edu

SAN JACINTO COLLEGE DISTRICT
 Budget Transfers Related to Fiscal Year 2022-23
 for March 2023

ELEMENT OF COST	DEBIT	CREDIT
INSTRUCTION	\$ 53,539	\$ 243,552
PUBLIC SERVICE	\$ -	\$ -
ACADEMIC SUPPORT	\$ 6,449	\$ 274,848
STUDENT SERVICES	\$ 1,321	\$ 629,369
INSTITUTIONAL SUPPORT	\$ 850,266	\$ 379,979
PHYSICAL PLANT	\$ 616,172	\$ -
AUXILIARY ENTERPRISES	\$ -	\$ -
	\$ 1,527,747	\$ 1,527,747

RECOMMENDATION

The administration recommends that the Board of Trustees approve the following Affiliation Agreements:

North Campus

Department

Health Information Management

Affiliation Entity

Cypress Creek Hospital

Medical Assisting

Family Medicine MMC

Mental Health

Shoreline, Inc.

South Campus

Department

Occupational Therapy Assistant

Affiliation Entity

The Foundation for Hope Village

RATIONALE

The Affiliation Agreements were reviewed by the College’s external legal counsel.

FISCAL IMPLICATIONS TO THE COLLEGE

N/A

CONTACT PERSONNEL

Daniel J. Snooks, Attorney

Laurel Williamson

281-998-6184

laurel.williamson@sjcd.edu

Item “E”
Regular Board Meeting May 1, 2023
Approval of the Next Regularly Scheduled Meeting

RECOMMENDATION

The next regularly scheduled meeting of the Board of Trustees will be Monday, June 5, 2023.

Item "F"
Regular Board Meeting May 1, 2023

Approval of Corrections to the Minutes for the March 6, 2023, Regular Board Meeting

RECOMMENDATION

The Chancellor requests that the Board of Trustees approve corrections to the minutes for the March 6, 2023, Workshop and Regular Board Meeting.

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

March 6, 2023

The Board of Trustees of the San Jacinto Community College District met at 7:00 p.m., Monday, March 6, 2023, 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
Marie Flickinger, Chair
John Moon, Jr., Vice Chair
Keith Sinor, Secretary
Larry Wilson
Dr. Ruede Wheeler

Absent: Dan Mims

Chancellor: Brenda Hellyer

Others Present: Michelle Cantu-Wilson Tami Kelly
Teri Crawford Aaron Knight
Kim DeLauro DeRhonda McWaine
Durrell Dickens Lamar McWaine
Destry Dokes Alexander Okwonna
Chris Duke Esmeralda Parrales
Teddy Farias Linda Pennington
Rachel Garcia Sandra Ramirez
Scott Gernander Mandi Reiland
George González Shelley Rinehart
Kevin Hale Eddy Ruiz
Brad Hance Sonia Townsend
Damon Harris Karen Wheeler-Hall
Allatia Harris Van Wigginton
Joseph Hebert Christopher Wild
Bo Hopper Laurel Williamson
Carin Hutchins Noveta Wimbley
Robert Jeter III Teri Zamora
Matt Keim

Call the Meeting to order: Chair Flickinger called the Regular Meeting of the Board of Trustees to order at 7:00 p.m.

Roll Call of Board Members: Chair Flickinger conducted a roll call of the Board members:

Erica Davis Rouse
Marie Flickinger
Dan Mims (absent)

John Moon, Jr.
Keith Sinor
Dr. Ruede Wheeler
Larry Wilson

Invocation and Pledges to the Flags:

The invocation was given by Dr. Alexander Okwonna. The pledges to the American flag and the Texas flag were led by Keith Sinor.

Special Announcements, Recognitions, Introductions, and Presentations:

1. Dr. Laurel Williamson recognized the Monument Award Program recipients for the Fast Track Tuition Discount Program Core Team.
2. Teri Zamora recognized the Monument Award Program recipients for the Dual Credit Improvements Team.

Student Success Presentations:

1. George González presented the Holistic KPI Dashboard Update (through Lens of Equity).

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 from Sherry Mays for the plant sent in memory of her son.
2. A thank you was sent to the Board from Larry and Carol Wilson for the plant sent in memory of Carol's mother.
3. A thank you was sent to the Board from Erin Callahan for the plant sent in memory of her grandmother.
4. A thank you was sent to the Board from Rob and Kara Stanicic for the plant sent in memory of her aunt.
5. A thank you was sent to the Board from Julie Kinstley for the plant sent in memory of her father.
6. February Opportunity News
7. Spring 2023 Career Focus

Public Comment:

There were two citizens desiring to speak before the Board.

1. Robert Jeter III
2. Kevin Hale, Faculty Senate President

Informative Reports:

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

- A. San Jacinto College Financial Statements
 - a. San Jacinto College Monthly Financial Statements January 2023
 - b. San Jacinto College Monthly Investment Report January 2023
- B. San Jacinto College Foundation Financial Statements
- C. Capital Improvement Program

**Motion 10254
Consideration of
Approval of
Amendment to the
2022-2023 Budget for
Restricted Revenue
and Expenses
Relating to Federal
and State Grants**

Motion was made by John Moon, Jr., seconded by Larry Wilson, for approval of Amendment to the 2022-2023 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants.

Motion Carried.

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

**Motion 10255
Consideration of
Approval of Tuition
Schedule and Other
Student Charges,
Effective Fall 2023**

Motion was made by Keith Sinor, seconded by Larry Wilson, for approval of Tuition Schedule and Other Student Charges, Effective Fall 2023.

Motion Carried.

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

**Motion 10256
Consideration of
Approval of Tuition
Exemptions and
Waivers for Fiscal
Year 2024**

Motion was made by Dr. Ruede Wheeler, seconded by John Moon, Jr., for approval of Tuition Exemptions and Waivers for Fiscal Year 2024.

Motion Carried.

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

**Motion 10257
Consideration of
Approval of
Percentage Tuition
Discount for
Employee Dependents
and Spouse**

Motion was made by Keith Sinor, seconded by Erica Davis Rouse, for approval of Percentage Tuition Discount for Employee Dependents and Spouse.

Motion Carried.

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

**Motion 10258
Consideration of
Ratification of
Emergency Purchase
– Diagnostic Testing
and Temporary
Power Installation**

Motion was made by Larry Wilson, seconded by Dr. Ruede Wheeler, for ratification of Emergency Purchase – Diagnostic Testing and Temporary Power Installation.

Motion Carried.

~~Yeas: Davis Rouse, Moon, Jr., Sinor, Wheeler, Wilson~~

~~Yeas: Davis Rouse, Mims, Sinor, Wheeler, Wilson~~

Nays: None

**Motion 10259
Consideration of
Adoption of
Resolution of Support
for the Texas
Commission on
Community College
Finance
Recommendations**

Motion was made by Erica Davis Rouse, seconded by John Moon, Jr., for adoption of Resolution of Support for the Texas Commission on Community College Finance Recommendations.

Motion Carried.

~~Yeas: Davis Rouse, Moon, Jr., Sinor, Wheeler, Wilson~~

~~Yeas: Davis Rouse, Mims, Sinor, Wheeler, Wilson~~

Nays: None

**Motion 10260
Consideration of
Approval of an
Associate of Applied
Science in
Engineering
Technology**

Motion was made by Dr. Ruede Wheeler, seconded by John Moon, Jr., for approval of an Associate of Applied Science in Engineering Technology.

Motion Carried.

~~Yeas: Davis Rouse, Moon, Jr., Sinor, Wheeler, Wilson~~

~~Yeas: Davis Rouse, Mims, Sinor, Wheeler, Wilson~~

Nays: None

**Motion 10261
Consideration of
Approval of Associate
of Applied Science in
Biomanufacturing
Technology**

Motion was made by John Moon, Jr., seconded by Keith Sinor, for approval of Associate of Applied Science in Biomanufacturing Technology.

Motion Carried.

~~Yeas: Davis Rouse, Moon, Jr., Sinor, Wheeler, Wilson~~

~~Yeas: Davis Rouse, Mims, Sinor, Wheeler, Wilson~~

Nays: None

**Motion 10262
Consideration of
Purchasing Requests**

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

Purchase Request #1	
Renew Contract for Plumbing Services	\$500,000
Purchase Request #2	
Purchase Election Services	500,000
Purchase Request #3	
Renew Contract for Grant Development Services	490,000
Purchase Request #4	
Additional Funds for Temporary Staffing Services	200,000

Purchase Request #5	
Purchase CNC Machining Equipment	190,000
Purchase Request #6	
Purchase High Fidelity Simulation Equipment	150,000
Purchase Request #7	
Purchase Telecommunication Circuit Services	141,000
Purchase Request #8	
Contract for Engineering Services for North Campus Electrical Infrastructure Upgrades	<u>212,500</u>
TOTAL OF PURCHASE REQUESTS	\$2,383,500

Motion Carried.

Yeas: Davis Rouse, Moon, Jr., Sinor, Wheeler, Wilson

Yeas: ~~Davis Rouse, Mims, Sinor, Wheeler, Wilson~~

Nays: None

**Motion 10263
Consent Agenda**

Motion was made by Larry Wilson, seconded by John Moon, Jr., to approve the consent agenda.

- A. Approval of the Minutes for the January 30, 2023, Workshop and Regular Board Meeting
- B. Approval of the Budget Transfers
- C. Approval of Personnel Recommendations and Extra Service Agreements (ESA)
- D. Approval of the Affiliation Agreements
- E. Approval of the Next Regularly Scheduled Meeting

Motion Carried.

Yeas: Davis Rouse, Moon, Jr., Sinor, Wheeler, Wilson

Yeas: ~~Davis Rouse, Mims, Sinor, Wheeler, Wilson~~

Nays: None

**Items for Discussion/
Possible Action**

There were no additional items discussed.

Adjournment:

Chair Flickinger adjourned the meeting at 7:50 p.m.