

***Board of Trustees
Meeting***

March 2, 2020

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

The Board of Trustees of the San Jacinto Community College District will meet at 5:30 p.m., Monday, March 2, 2020, in Room 201 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

**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. Discussion of Board Bylaws**
- VI. Notification of Closure of Electronics Technology Program**
- VII. Discussion of Communicable Diseases Policy and Procedures**
- VIII. Review of Calendar**
- IX. General Discussion of Meeting Items**
- X. 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, February 28, 2020, this notice was posted on a bulletin board located at a place convenient to the public in the central administrative office of the San Jacinto Community College District, 4624 Fairmont Parkway, Pasadena, Texas, the College's website, 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 at 7:00 p.m. on Monday, March 2, 2020, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

**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 2019-2020 Honoraria Recipients

Allen Bourque
Robert Flynn

V. Student Success Presentations

2019 Fall Course Retention and Success

Michelle Callaway
DeRhonda McWaine

VI. Communications to the Board of Trustees

VII. Hearing of Such Citizens or Groups of Citizens Desiring to be Heard Before the Board

In accordance with the San Jacinto Community College District Board of Trustees Bylaws, located on the College's website, a citizen desiring to appear before the Board of Trustees shall complete the Application for Hearing before the Board of Trustees and file said application along with any supporting information concerning the citizen's concern, complaint or commendation, with the Executive Assistant to the Chancellor, ten (10) minutes prior to the start of the posted meeting time. The time allotted each citizen or organization for presentation shall be no more than five (5) minutes. Presentation of matters concerning a complaint or charge against a San Jacinto Community College District employee or officer will be heard in closed session unless the individual who is the subject of the charge or complaint requests a public hearing.

VIII. Informative Reports to the Board

- A. San Jacinto College Financial Statements
 - a. Financial Statements January 2020
 - b. Monthly Investment Report January 2019
- B. San Jacinto College Foundation Financial Statements
- C. Capital Improvement Program

ACTION ITEMS

IX. Consideration of Approval of Amendment to the 2019-2020 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants

X. Consideration of Approval of Tuition Schedule for Fiscal Year 2021

XI. Consideration of Approval of Tuition Exemptions and Waivers for Fiscal Year 2021

PURCHASING REQUESTS

XII. Consideration of Purchasing Requests

CONSENT AGENDA

XIII. 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 January 27, 2020 Board Workshop and Regular Board Meeting

B. Approval of the Budget Transfers

C. Approval of Personnel Recommendations and Honoraria Recipients

D. Approval of the Affiliation Agreements

E. Approval of the Next Regularly Scheduled Meeting

XIV. Items for Discussion/Possible Action

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

XV. 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:

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.

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

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Brenda Hellyer, Ed.D.

San Jacinto College Financial Statements
January 2020

SAN JACINTO COMMUNITY COLLEGE DISTRICT
Statement of Net Position
January 31,

<u>Assets</u>	<u>2020</u>	<u>2019</u>
Current assets:		
Cash and cash equivalents	\$ 95,091,475	\$ 102,433,807
Accounts receivable - taxes	3,183,068	3,606,911
Accounts receivable	17,598,471	16,402,542
Deferred charges	1,008,272	559,239
Inventories	356,016	359,413
Total current assets	<u>117,237,302</u>	<u>123,361,912</u>
Noncurrent assets:		
Restricted cash and cash equivalents	178,335,473	117,165,478
Capital assets, net	587,097,844	474,046,261
Total noncurrent assets	<u>765,433,317</u>	<u>591,211,739</u>
Total assets	<u>882,670,619</u>	<u>714,573,651</u>
Deferred outflows of resources:		
Deferred outflow related to pensions	25,781,981	4,631,718
Deferred outflow related to OPEB	20,497,036	2,581,254
Deferred outflow related to defeased debt	8,423,856	9,585,822
Total deferred outflows of resources	<u>54,702,873</u>	<u>16,798,794</u>
<u>Liabilities</u>		
Current liabilities:		
Accounts payable	18,236,162	13,754,036
Accrued liabilities	13,667,054	8,782,732
Accrued compensable absences and deferred compensation	2,181,388	2,259,299
Deferred revenues	596,254	694,576
Total current liabilities	<u>34,680,858</u>	<u>25,490,643</u>
Noncurrent liabilities:		
Net pension liability	49,494,145	26,598,961
Net OPEB liability	95,083,178	91,125,036
Bonds and notes payable	590,369,521	464,163,737
Total noncurrent liabilities	<u>734,946,844</u>	<u>581,887,734</u>
Total liabilities	<u>769,627,702</u>	<u>607,378,377</u>
Deferred inflows of resources -		
Deferred inflow related to pensions	6,771,550	6,007,220
Deferred inflows related to OPEB	36,803,285	20,148,183
Total deferred inflows of resources	<u>43,574,835</u>	<u>26,155,403</u>
<u>Net assets</u>		
Beginning of year	76,748,779	60,632,834
Current year addition	47,422,176	37,205,831
Total net position	<u>\$ 124,170,955</u>	<u>\$ 97,838,665</u>

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Five Months Ended January 31, 2020

11 Unrestricted Funds

	Adjusted Budget	Actual (41.67%)	% Actual to Adjusted Budget	1/31/19	% of 8/31/19 Actual
REVENUES:					
State Appropriations	\$ 42,079,966	\$ 18,099,707	43.01	\$ 16,682,948	43.00
Local Taxes - Maintenance & Operations	72,131,000	43,520,016	60.33	31,890,533	45.77
Credit Tuition	64,986,000	53,447,195	82.24	36,677,498	83.92
Credit Fees	-	-	-	13,954,167	80.69
Credit Exemptions & Waivers	(7,100,000)	(7,073,167)	99.62	(5,896,359)	89.17
Bad Debt	(1,700,000)	(708,335)	41.67	(791,665)	41.67
Continuing Professional Development	4,725,185	2,216,191	46.90	2,761,399	45.89
Sales & Services	2,100,000	907,672	43.22	8,124,141	84.43
Investment Income	1,500,000	640,911	42.73	842,975	32.82
Total	<u>178,722,151</u>	<u>111,050,190</u>	<u>62.14</u>	<u>104,245,637</u>	<u>58.18</u>
EXPENDITURES:					
Instruction	66,421,810	32,236,212	48.53	31,266,114	45.00
Public Service	4,809,860	2,323,241	48.30	2,400,638	34.83
Academic Support	18,022,307	6,413,719	35.59	5,801,303	44.47
Student Services	15,833,064	5,597,976	35.36	5,828,550	40.59
Institutional Support	47,062,467	17,399,599	36.97	15,534,096	39.55
Physical Plant	22,839,394	7,068,208	30.95	6,272,868	32.66
Total	<u>174,988,902</u>	<u>71,038,955</u>	<u>40.60</u>	<u>67,103,569</u>	<u>41.35</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	3,733,249	61,709	-	8,914,375	-
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ 39,949,526</u>		<u>\$ 28,227,693</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Five Months Ended January 31, 2020

Federal Restricted Funds

	Adjusted Budget	Actual (41.67%)	% Actual to Adjusted Budget	1/31/19	% of 8/31/19 Actual
REVENUES:					
Grants	\$ 48,472,860	\$ 20,435,390	42.16	\$ 20,270,952	44.98
Total	<u>48,472,860</u>	<u>20,435,390</u>	<u>42.16</u>	<u>20,270,952</u>	<u>44.98</u>
EXPENDITURES:					
Instruction	546,845	323,845	59.22	179,384	28.20
Public Service	282,113	80,619	28.58	80,220	49.83
Academic Support	6,436,355	898,541	13.96	1,723,640	53.50
Student Services	204,740	158,795	77.56	78,715	20.07
Institutional Support	1,466,901	355,639	24.24	339,627	37.91
Scholarships and Fellowships	39,535,906	18,617,951	47.09	17,869,366	44.93
Total	<u>48,472,860</u>	<u>20,435,390</u>	<u>42.16</u>	<u>20,270,952</u>	<u>44.98</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ -</u>		<u>\$ -</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Five Months Ended January 31, 2020

State Restricted Funds

	Adjusted Budget	Actual (41.67%)	% Actual to Adjusted Budget	1/31/19	% of 8/31/19 Actual
REVENUES:					
State Paid Benefits	\$ 11,032,000	\$ 4,932,793	44.71	\$ 4,881,092	41.44
Grants	3,456,380	1,078,255	31.20	1,277,873	44.10
Total	<u>14,488,380</u>	<u>6,011,048</u>	41.49	<u>6,158,965</u>	41.96
EXPENDITURES:					
Instruction	3,228,003	2,048,786	63.47	2,361,419	39.41
Public Service	111,935	126,732	113.22	153,956	38.13
Academic Support	553,934	475,207	85.79	611,911	36.29
Student Services	491,990	573,741	116.62	699,754	39.90
Institutional Support	8,066,747	1,880,086	23.31	1,313,550	49.25
Scholarships and Fellowships	2,035,771	906,496	44.53	1,018,375	46.82
Total	<u>14,488,380</u>	<u>6,011,048</u>	41.49	<u>6,158,965</u>	41.96
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ -</u>		<u>\$ -</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Five Months Ended January 31, 2020

Local Restricted Funds

	<u>Adjusted Budget</u>	<u>Actual (41.67%)</u>	<u>% Actual to Adjusted Budget</u>	<u>1/31/19</u>	<u>% of 8/31/19 Actual</u>
REVENUES:					
Local Grants	\$ 3,022,661	\$ 1,442,831	47.73	\$ 1,480,616	65.16
Total	<u>3,022,661</u>	<u>1,442,831</u>	<u>47.73</u>	<u>1,480,616</u>	<u>65.16</u>
EXPENDITURES:					
Instruction	78,083	39,694	50.84	2,000	3.30
Public Service	217,233	61,912	28.50	71,008	48.70
Academic Support	863,373	261,870	30.33	69,621	28.17
Student Services	63,442	32,581	51.36	17,224	28.35
Institutional Support	34,038	1,691	4.97	42,730	49.85
Scholarships and Fellowships	2,000,000	1,152,802	57.64	1,344,610	73.72
Total	<u>3,256,169</u>	<u>1,550,550</u>	<u>47.62</u>	<u>1,547,193</u>	<u>63.83</u>
TRANSFERS AMONG FUNDS:					
Transfers In	(233,508)	(61,709)		(70,819)	-
Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ (46,010)</u>		<u>\$ 4,242</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Five Months Ended January 31, 2020

27 Texas Public Education Grant

	<u>Adjusted Budget</u>	<u>Actual (41.67%)</u>	<u>% Actual to Adjusted Budget</u>	<u>1/31/19</u>	<u>% of 8/31/19 Actual</u>
REVENUES:					
Credit Tuition	\$ 2,800,000	\$ 2,489,204	88.90	\$ 1,613,715	84.45
Total	<u>2,800,000</u>	<u>2,489,204</u>	<u>88.90</u>	<u>1,613,715</u>	<u>84.45</u>
EXPENDITURES:					
Scholarships and Fellowships	<u>2,800,000</u>	<u>1,190,207</u>	<u>42.51</u>	<u>782,876</u>	<u>41.97</u>
Total	<u>2,800,000</u>	<u>1,190,207</u>	<u>42.51</u>	<u>782,876</u>	<u>41.97</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ 1,298,997</u>		<u>\$ 830,839</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Five Months Ended January 31, 2020

28 Private Gifts and Donations

	<u>Adjusted Budget</u>	<u>Actual (41.67%)</u>	<u>% Actual to Adjusted Budget</u>	<u>1/31/19</u>	<u>% of 8/31/19 Actual</u>
REVENUES:					
Sales & Service	\$ -	\$ 2,415	-	\$ 2,465	-
Total	<u>-</u>	<u>2,415</u>	<u>-</u>	<u>2,465</u>	<u>-</u>
EXPENDITURES:					
Instruction	-	34,304	-	2,187	6.89
Student Services	-	-	-	585	70.82
Total	<u>-</u>	<u>34,304</u>	<u>-</u>	<u>2,772</u>	<u>8.51</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ (31,889)</u>		<u>\$ (307)</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Five Months Ended January 31, 2020

Auxiliary Enterprises

	<u>Adjusted Budget</u>	<u>Actual (41.67%)</u>	<u>% Actual to Adjusted Budget</u>	<u>1/31/19</u>	<u>% of 8/31/19 Actual</u>
REVENUES:					
Auxiliary Services	3,303,400	1,738,400	52.62	1,709,717	53.75
Total	<u>3,303,400</u>	<u>1,738,400</u>	<u>52.62</u>	<u>1,709,717</u>	<u>53.75</u>
EXPENDITURES:					
Non-Instructional Labor	423,671	175,316	41.38	222,290	46.86
Benefits	100,000	166,948	166.95	258,701	64.21
Supplies	637,499	240,649	37.75	43,487	11.42
Travel	224,324	61,671	27.49	53,655	26.87
Contracted Services	384,515	127,016	33.03	94,600	34.45
Scholarships and Fellowships	1,307,727	805,464	61.59	598,356	54.21
Utilities	200	-	-	-	-
Total	<u>3,077,936</u>	<u>1,577,064</u>	<u>51.24</u>	<u>1,271,089</u>	<u>44.82</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	<u>\$ 225,464</u>	<u>\$ 161,336</u>		<u>\$ 438,628</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Five Months Ended January 31, 2020

95 Retirement of Indebtedness

	Adjusted Budget	Actual (41.67%)	% Actual to Adjusted Budget	1/31/19	% of 8/31/19 Actual
REVENUES					
Investment Income	\$ -	\$ 120,300	-	\$ 150,781	34.35
Local Taxes - Debt Service	37,728,096	22,604,718	59.91	13,058,779	45.75
Total	<u>37,728,096</u>	<u>22,725,018</u>	<u>60.23</u>	<u>13,209,560</u>	<u>45.58</u>
EXPENDITURES					
Institutional Support	41,227,837	11,798,059	28.62	7,726,152	39.87
Total	<u>41,227,837</u>	<u>11,798,059</u>	<u>28.62</u>	<u>7,726,152</u>	<u>39.87</u>
TRANSFERS AMONG FUNDS:					
Transfers In	(3,499,741)	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ 10,926,959</u>		<u>\$ 5,483,408</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Five Months Ended January 31, 2020

97 Investment in Plant

	<u>Adjusted Budget</u>	<u>Actual (41.67%)</u>	<u>% Actual to Adjusted Budget</u>	<u>1/31/19</u>	<u>% of 8/31/19 Actual</u>
EXPENDITURES					
Depreciation	\$ 20,500,000	\$ 6,299,549	30.73	\$ 6,776,204	45.57
Capital Purchases	-	(219,722)	-	(153,976)	10.06
Total	<u>20,500,000</u>	<u>6,079,827</u>	<u>-</u>	<u>6,622,228</u>	<u>49.64</u>
Net Increase (Decrease) in Net Position	<u>\$ (20,500,000)</u>	<u>\$ (6,079,827)</u>		<u>\$ (6,622,228)</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Five Months Ended January 31, 2020

Consolidated -All Funds
(Not Including Capital Improvement Program)

	<u>Adjusted Budget</u>	Actual (41.67%)	% Actual to Adjusted Budget	1/31/19	% of 8/31/19 Actual
REVENUES:					
State Appropriations	\$ 53,111,966	\$ 23,032,500	43.37	\$ 21,564,040	42.64
Local Taxes - Maintenance & Operations	72,131,000	43,520,016	60.33	31,890,533	45.77
Local Taxes - Debt Service	37,728,096	22,604,718	59.91	13,058,779	45.75
Credit Tuition	67,786,000	55,936,399	82.52	38,291,213	83.94
Credit Fees	-	-	-	13,954,167	80.69
Credit Exemptions & Waivers	(7,100,000)	(7,073,167)	99.62	(5,896,359)	89.17
Bad Debt	(1,700,000)	(708,335)	41.67	(791,665)	41.67
Continuing Professional Development	4,725,185	2,216,191	46.90	2,761,399	45.89
Sales & Services	2,100,000	910,087	43.34	8,126,606	84.21
Investment Income	1,500,000	761,211	50.75	993,756	33.04
Investment Income - San Jac Tomorrow Program	-	1,243,084	-	-	-
Auxiliary Services	3,303,400	1,738,400	52.62	1,709,717	53.75
Grants	51,929,240	21,513,645	41.43	21,548,825	44.93
Local Grants	3,022,661	1,442,831	47.73	1,480,616	65.16
Total	<u>288,537,548</u>	<u>167,137,580</u>	<u>57.93</u>	<u>148,691,627</u>	<u>53.32</u>
EXPENDITURES:					
Instruction	70,274,741	34,682,841	49.35	33,811,104	44.37
Public Service	5,421,141	2,592,504	47.82	2,705,822	35.59
Academic Support	25,875,969	8,049,337	31.11	8,206,475	45.09
Student Services	16,593,236	6,363,093	38.35	6,624,828	39.99
Institutional Support	97,857,990	31,435,074	32.12	24,956,155	40.06
Physical Plant	22,839,394	7,068,208	30.95	6,272,868	32.66
Scholarships and Fellowships	46,371,677	21,867,456	47.16	21,015,227	46.05
Auxiliary Enterprises	3,077,936	1,577,064	51.24	1,271,089	44.82
Depreciation	20,500,000	6,299,549	30.73	6,776,204	45.57
Capital Purchases	-	(219,722)	-	(153,976)	10.06
Total	<u>308,812,084</u>	<u>119,715,404</u>	<u>38.77</u>	<u>111,485,796</u>	<u>42.57</u>
TRANSFERS AMONG FUNDS:					
Transfers In	(3,733,249)	(61,709)	-	(8,914,375)	-
Transfers Out	3,733,249	61,709	-	8,914,375	-
Net Increase (Decrease) in Net Position	<u>\$ (20,274,536)</u>	<u>\$ 47,422,176</u>		<u>\$ 37,205,831</u>	

Capital Improvement Program

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Five Months Ended January 31, 2020

91 Capital Projects

	Adjusted Budget	Actual (41.67%)	1/31/19
REVENUES:			
Investment Income	\$ -	\$ 1,243,084	\$ 890,168
Total	-	1,243,084	890,168
EXPENDITURES:			
Bond Programs	-	30,409,818	22,196,224
Total	-	30,409,818	22,196,224
Net Increase (Decrease) in Net Position	\$ -	\$ (29,166,734)	\$ (21,306,056)

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Five Months Ended January 31, 2020

93 Generation Park Clear Lake Land Proceeds

	<u>Adjusted Budget</u>	<u>Actual (41.67%)</u>	<u>1/31/19</u>
REVENUES:			
Land Sale Proceeds	\$ -	\$ -	\$ 8,843,556
Total	<u>-</u>	<u>-</u>	<u>8,843,556</u>
EXPENDITURES:			
Generation Park	<u>-</u>	<u>4,865,143</u>	<u>22,966</u>
Total	<u>-</u>	<u>4,865,143</u>	<u>22,966</u>
TRANSFERS AMONG FUNDS:			
Transfers In	-	-	<u>(8,843,556)</u>
Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ (4,865,143)</u>	<u>\$ 8,820,590</u>

San Jacinto College Financial Statements
Monthly Investment Report January 2019

SAN JACINTO COMMUNITY COLLEGE DISTRICT
Cash, Cash Equivalents, and Investments
PORTFOLIO SUMMARY REPORT
Period Ending January 31, 2020

		Fair Value	Book Value
Beginning Value	January 1, 2020	\$ 235,079,955	\$ 235,079,955
Additions/Subtractions (Net)		38,346,993	38,346,993
Change in Fair Value*		-	-
Ending Value	January 31, 2020	<u>\$ 273,426,948</u>	<u>\$ 273,426,948</u>
Earnings for December		\$	364,387
WAM at Ending Period Date (Days)			1.00

*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

Prepared by:


William E. Dickerson
Director of Accounting & Financial Services


Teri Zamora
Vice Chancellor of Fiscal Affairs

San Jacinto College Foundation

Statement of Financial Position

As of January 31, 2020

ASSETS	Current Year	Previous Year	Difference
Current Assets			
Checking/Savings			
General Fund	\$2,175,605	\$1,113,497	\$1,062,108
Other Funds	-	-	-
Total Checking/Savings	<u>2,175,605</u>	<u>1,113,497</u>	<u>1,062,108</u>
Accounts Receivable			
Other Receivables	7,500	11,977	(4,477)
Pledge Receivables	170,500	171,600	(1,100)
Scholarship Receivables	0	1,530	(1,530)
Special Events Receivables	11,938	6,585	5,353
Total Accounts Receivables	<u>189,938</u>	<u>191,692</u>	<u>(1,755)</u>
Other Current Assets			
Short Term Investments			
Goldman Sachs	12,018,732	10,888,337	1,130,394
Capital Bank CD	208,572	205,473	3,099
Prosperity Bank	208,461	204,343	4,118
Total SJC Short Term Investments	<u>12,435,765</u>	<u>11,298,153</u>	<u>1,137,612</u>
Total Current Assets	<u>14,801,308</u>	<u>12,603,342</u>	<u>2,197,965</u>
TOTAL ASSETS	<u>\$14,801,308</u>	<u>\$12,603,342</u>	<u>\$2,197,965</u>
LIABILITIES & NET ASSETS			
Liabilities			
Current Liabilities			
Accounts Payable			
Grants Payable	52,953	74,159	(21,206)
Programs Payable	33,164	33,164	0
Endowments Payable	192,588	97,752	94,836
Scholarship Payables	224,095	244,733	(20,637)
Student Success Payables	116,019	63,394	52,625
Total Accounts Payable	<u>618,819</u>	<u>513,201</u>	<u>105,618</u>
Total Current Liabilities	<u>618,819</u>	<u>513,201</u>	<u>105,618</u>
Total Liabilities	618,819	513,201	105,618
NET ASSETS			
Net Assets Without Donor Restrictions	2,086,743	2,613,233	(526,489)
Net Assets With Donor Restrictions	10,671,872	9,362,826	1,309,047
Net Assets	<u>12,758,615</u>	<u>11,976,058</u>	<u>888,175</u>
Net Income	<u>1,423,873</u>	<u>114,083</u>	<u>1,309,790</u>
Total Net Assets	<u>14,182,489</u>	<u>12,090,141</u>	<u>2,092,347</u>
TOTAL LIABILITIES & NET ASSETS	<u>\$14,801,308</u>	<u>\$12,603,342</u>	<u>\$2,197,965</u>

San Jacinto College Foundation
Statement of Activities
For the Period Ending January 31, 2020

	Current Year	Last Year	Effect on Net Income	Annual Budget	Remaining
Ordinary Income/Expense					
Income					
Contributions					
Grant Contributions	22,500	69,112	(46,612)	91,000	68,500
Endowments	47,343	16,961	30,382	201,600	154,257
Program Sponsorship	1,280,180	258,908	1,021,272	300,000	(980,180)
Scholarships	209,106	243,576	(34,470)	698,400	489,294
Total Contributions	<u>1,559,129</u>	<u>588,557</u>	<u>970,572</u>	<u>1,291,000</u>	<u>(268,129)</u>
Other Income					
Special Events	98,809	112,542	(13,733)	270,000	171,191
Investment Income	171,185	205,786	(34,601)	141,823	(29,362)
Realized Gain / (Loss)	(2,072)	(2,674)	602	62,500	64,572
Unrealized Gain / (Loss)	402,670	(115,084)	517,754	62,500	(340,170)
Total Other Income	<u>670,593</u>	<u>200,570</u>	<u>470,023</u>	<u>536,823</u>	<u>(133,770)</u>
Total Income	2,229,722	789,127	1,440,595	1,827,823	(401,899)
Expense					
Programs					
Scholarships Awarded	387,179	305,336	(81,842)	350,000	(37,179)
Programs Sponsored	205,051	191,494	(13,557)	580,000	374,949
Student Success Initiatives	93,920	76,419	(17,501)	150,000	56,080
Total Programs	<u>686,150</u>	<u>573,250</u>	<u>(112,900)</u>	<u>1,080,000</u>	<u>393,850</u>
Supporting Services					
Bad Debt Expense	0	0	0	2,000	2,000
Supporting Services					
Foundation Expenses	41,394	36,234	(5,160)	51,830	10,436
Fundraising Expense	72,205	61,980	(10,225)	150,000	77,795
Sponsorship Expense	6,100	3,580	(2,520)	10,000	3,900
Total Supporting Services	<u>119,699</u>	<u>101,794</u>	<u>(17,905)</u>	<u>211,830</u>	<u>92,131</u>
Total Expense	<u>805,849</u>	<u>675,044</u>	<u>(130,805)</u>	<u>1,293,830</u>	<u>487,981</u>
Net Ordinary Income	1,423,873	114,083	1,309,790	533,993	(889,880)
Other Income / Expenses					
Increase/Decrease in Net Position	<u>\$1,423,873</u>	<u>\$114,083</u>	<u>\$1,309,790</u>	<u>\$533,993</u>	<u>(\$889,880)</u>



Contributions Report
January 2020

Donors	Amount	Fund
Corporations	526,645	Chancellors Cultivation, Flickinger Endowed Scholarship, Golf Tournament, Hold'em & Hit'em, Mind Trekkers, Process Technology Building, Science & Robotic Department
Foundations	25,000	Anchor Watch Foundation, George Hamman Foundation, San Jac Star
Individuals	1,150	Brittany Williams Scholarship, Jennifer Puryear Scholarship, Pope Cosmetology Scholarship

Total Donation 552,795

Employee Contributions	460	Chancellors Cultivation, Food Market, San Jac Star, Veterans Center
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Total Contributions 553,255

2008 Bond Program
Report as of January 31, 2020

Project	Base Budget	Budget Adjustments	Current Budget	Program Management Fees	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
Central									
Sub-total	-	-	-	-	-	-	-	-	-
North									
722919 - NC Welcome Center Reconfiguration	-	400,000	400,000	-	400,000	-	-	400,000	-
Sub-total	-	400,000	400,000	-	400,000	-	-	400,000	-
South									
723917 - SC Welcome Center Reconfiguration	-	590,574	590,574	-	590,574	509,319	31,101	50,154	91.51%
Sub-total	-	590,574	590,574	-	590,574	509,319	31,101	50,154	91.51%
District									
720100 - Program Management	-	9,605,947	9,605,947	(9,605,947)	-	-	-	-	-
726800 - Contingency	14,626,260	(14,048,517)	577,743	-	577,743	-	-	577,743	-
726907 - Wayfinding Signage	50,000	939,076	989,076	10,924	1,000,000	242,190	72,260	685,550	31.45%
726811 - A.1/A.2 Building Renovations	-	1,161,000	1,161,000	-	1,161,000	7,941	907,888	245,171	78.88%
726812 - Science Parks	-	490,000	490,000	-	490,000	1,500	4,500	484,000	1.22%
Sub-total	14,676,260	(1,852,494)	12,823,766	(9,595,023)	3,228,743	251,631	984,648	1,992,464	9.64%
2008 Contingency Supplemental Projects									
726916 - Dist - College Wide Scheduling Sys	-	200,000	200,000	-	200,000	-	-	200,000	-
726921 - Dist - Transcripts Solution Lexmark	-	248,954	248,954	-	248,954	11,184	237,770	-	100.00%
Sub-total	-	448,954	448,954	-	448,954	11,184	237,770	200,000	55.45%
Supplemental Projects closed									
721911 - CC OR Electric Bed	-	19,146	19,146	-	19,146	-	19,146	-	100.00%
721912 - CC Full Body Phantom	-	-	-	-	-	-	-	-	-
721913 - CC - GE Ultrasound Machine	-	45,633	45,633	-	45,633	-	45,633	-	100.00%
721914 - CC Engine Driver Welder	-	18,288	18,288	-	18,288	-	18,288	-	100.00%
721915 - CC Police Vehicles	-	121,623	121,623	-	121,623	-	121,623	-	100.00%
721916 - CC FS Passenger Van	-	78,671	78,671	-	78,671	-	78,671	-	100.00%
721917 - CC FS Pick-Up/Mini Van	-	77,729	77,729	-	77,729	-	77,729	-	100.00%
722911 - NC Library Security Gates	-	-	-	-	-	-	-	-	-
722912 - NC Cardiac Monitor	-	8,995	8,995	-	8,995	-	8,995	-	100.00%
722913 - NC Nursing Kelley	-	24,385	24,385	-	24,385	-	24,385	-	100.00%
722914 - NC Tablet/Capsule Counter	-	4,590	4,590	-	4,590	-	4,590	-	100.00%
722915 - NC Monument Room AV Update	-	20,818	20,818	-	20,818	-	20,818	-	100.00%
723915 - SC Traveler, Border, and Leg Curt	-	60,545	60,545	-	60,545	-	60,545	-	100.00%
723916 - SC SimMan 3G	-	90,568	90,568	-	90,568	-	90,568	-	100.00%
726810 - 2008 Contingency Supplemental Projects	-	-	-	-	-	-	-	-	-
726909 - Dist Network/Wireless Equipment	-	780,871	780,871	-	780,871	-	780,871	-	100.00%
726910 - Dist Juniper Switches	-	902,012	902,012	-	902,012	-	902,012	-	100.00%
726911 - Dist Enterprise Applications: ILP	-	79,965	79,965	-	79,965	-	79,965	-	100.00%
726912 - Dist MAC Computer Refresh	-	465,934	465,934	-	465,934	-	465,934	-	100.00%
726913 - Dist Dell Lease Refresh/Bond Comp	-	117,569	117,569	-	117,569	-	117,569	-	100.00%
726914 - Dist - System Admin Storage Refresh	-	139,730	139,730	-	139,730	-	139,730	-	100.00%
726915 - Dist Inv/Procure Ford Transit 250	-	63,600	63,600	-	63,600	-	63,600	-	100.00%
726917 - Dist - CPD Evolve Software	-	91,600	91,600	-	91,600	-	91,600	-	100.00%
726918 - Dist Marketing Website Devel	-	161,500	161,500	-	161,500	-	161,500	-	100.00%
726919 - Dist Marketing Printer	-	4,990	4,990	-	4,990	-	4,990	-	100.00%
726920 - Dist Marketing Computers	-	-	-	-	-	-	-	-	-
Sub-total	-	3,378,762	3,378,762	-	3,378,762	-	3,378,762	-	100.00%
Projects Closed									
Sub-total	280,323,740	(2,965,796)	277,357,944	9,595,023	286,952,967	-	286,952,967	-	100.00%
TOTALS	295,000,000	-	295,000,000	-	295,000,000	772,134	291,585,248	2,642,618	99.10%

2015 Revenue Bond Program

Report as of January 31, 2020

Project	Base Budget	Budget Adjustments	Current Budget	Program Management Fees	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
Generation Park									
726601 - Generation Park	-	6,788,211	6,788,211	-	6,788,211	6,738,830	49,148	233	99.99%
Contingency (726900)	2,408,355	(2,408,355)	-	-	-	-	-	-	-
Sub-total	2,408,355	4,379,856	6,788,211	-	6,788,211	6,738,830	49,148	233	99.99%
Projects Closed									
722909 - North CIT	47,591,645	(6,039,952)	41,551,693	753,966	42,305,659	-	42,305,659	-	100.00%
722916 - NC - CIT Graphics	-	40,779	40,779	-	40,779	-	40,779	-	100.00%
722917 - NC - CIT Supplemental	-	25,546	25,546	-	25,546	-	25,546	-	100.00%
722918 - NC - CIT Acoustics	-	90,855	90,855	-	90,855	-	90,855	-	100.00%
726908 - Dist Campus Purchases	-	748,950	748,950	-	748,950	-	748,950	-	100.00%
722909 - Program Manager	-	753,966	753,966	(753,966)	-	-	-	-	-
Sub-total	47,591,645	(4,379,856)	43,211,789	-	43,211,789	-	43,211,789	-	100.00%
TOTALS	50,000,000	-	50,000,000	-	50,000,000	6,738,830	43,260,937	233	99.99%

Generation Park

Report as of January 31, 2020

Project	Base Budget	Budget Adjustments	Current Budget	Program Management Fees	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
Generation Park - 726601									
904605 - 2015 Revenue Bond	6,787,977	234	6,788,211	-	6,788,211	6,738,829	49,148	234	99.99%
929603 - Operational	8,843,556	-	8,843,556	-	8,843,556	206,036	8,560,072	77,448	99.12%
901609 - 2015 Bond	6,368,466	-	6,368,466	-	6,368,466	5,796,633	373,656	198,177	96.89%
901610 - Generation Park Site Infrastructure	4,000,000	-	4,000,000	-	4,000,000	611,071	-	3,388,929	15.28%
TOTALS	26,000,000	234	26,000,234	-	26,000,234	13,352,570	8,982,877	3,664,787	85.90%

Repair and Renovation

Report as of January 31, 2020

Project	Base Budget	Budget Adjustments	Current Budget	Program Management Fees	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
Central									
F19067 - C11.1110 Surgical Sink Upgrade	-	40,000	40,000	-	40,000	33,524	-	6,476	83.81%
F20001 - CC Central Miscellaneous	-	50,000	50,000	-	50,000	10,629	9,526	29,845	40.31%
F20006 - C14.218 Pantry Market Relocation	-	23,500	23,500	-	23,500	9,887	3,340	10,274	56.28%
F20008 - CC Library Office Reconfiguration	-	20,000	20,000	-	20,000	13,648	-	6,352	68.24%
F20025 - C45.1429 Mag Unit Electrical	-	8,920	8,920	-	8,920	8,920	-	-	100.00%
F20026 - CC - Furniture Life Cycle Program	-	160,000	160,000	-	160,000	-	-	160,000	-
F20036 - CC - C11.1081 Conference Room Upgrade	-	14,710	14,710	-	14,710	-	-	14,710	-
Sub-total	-	317,130	317,130	-	317,130	76,607	12,866	227,657	28.21%
North									
F20002 - NC North Miscellaneous	-	50,000	50,000	-	50,000	-	-	50,000	-
F20011 - N12.203/206 Call Center Renovation	-	97,000	97,000	-	97,000	58,319	-	38,681	60.12%
F20013 - N7 ECHS Dining Hall Audio Visual Upgrade	-	11,000	11,000	-	11,000	2,560	8,393	47	99.58%
F20014 - NC - N1 Audio Visual System Upgrade	-	15,700	15,700	-	15,700	3,289	-	12,411	20.95%
F20027 - NC - Furniture Life Cycle Program	-	108,000	108,000	-	108,000	82,519	-	25,481	76.41%
F20052 - NC - N6 Exterior Weatherproofing	-	9,100	9,100	-	9,100	9,057	-	43	99.53%
Sub-total	-	290,800	290,800	-	290,800	155,744	8,393	126,663	56.44%
South									
F18040 - S8 Roof Replacement Design	-	40,643	40,643	-	40,643	34,884	5,759	-	100.00%
F19080 - S7 Roof Replacement Design	-	10,150	10,150	-	10,150	10,150	-	-	100.00%
F20003 - SC South Miscellaneous	-	50,000	50,000	-	50,000	-	3,160	46,840	6.32%
F20005 - S9 HVAC Pipe Supports Design	-	6,300	6,300	-	6,300	1,575	4,725	-	100.00%
F20029 - SC - Furniture Life Cycle Program	-	132,000	132,000	-	132,000	128,215	-	3,785	97.13%
F20031 - SC - S9.252 Walls Painted	-	7,500	7,500	-	7,500	7,358	-	142	98.11%
F20032 - S11 2nd Floor Carpet Replacement	-	28,000	28,000	-	28,000	27,353	-	647	97.69%
Sub-total	-	274,593	274,593	-	274,593	209,535	13,644	51,414	81.28%
District									
F20004 - Admin Campus Miscellaneous	-	50,000	50,000	-	50,000	12,282	4,533	33,185	33.63%
F20047 - Replace Recycle Receptacles District Wide	-	82,060	82,060	-	82,060	14,952	34,014	33,095	59.67%
Sub-total	-	132,060	132,060	-	132,060	27,233	38,547	66,280	49.81%
Contingency (720700)	1,070,684	(683,669)	387,015	-	387,015	-	-	387,015	-
Sub-total	1,070,684	(683,669)	387,015	-	387,015	-	-	387,015	-
Projects Closed									
F20045 - C14 Chilled Water Line	-	-	-	-	-	-	-	-	-
TOTALS	1,070,684	330,914	1,401,598	-	1,401,598	469,119	73,450	859,029	38.71%

Action Item “IX”
Regular Board Meeting March 2, 2020
Consideration of Approval of Amendment to the 2019-2020 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 2019-2020 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 in order to provide the access to funding to meet the objectives set forth within the grant requirements. This budget amendment request includes the additions to restricted revenues and restricted expenses as a result of new awards and changes to existing grants received during the month of February 2020.

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 \$383,889, 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-03-02-20

Attachment 2- Grant Detail-03-02-20

RESOURCE PERSONNEL

Teri Zamora	281-998-6306	teri.zamora@sjcd.edu
Tomoko Olson	281-998-6146	tomoko.olson@sjcd.edu

SAN JACINTO COLLEGE DISTRICT
Federal, State, and Local Grant Amendments
March 2, 2020

	Fund	Org.	Account	Prog.	Amount Debit (Credit)
<u>U.S. Department of Education/Texas Higher Education Coordinating Board - Carl Perkins Career and Technical Education - Basic Grant 2020 (Additional Funds)</u>					
Federal Grant Revenue	528433	56700	554100	110000	(93,938)
Supplies	528433	56700	710000	460115	89,464
Contractual Svcs - Indirect Costs	528433	56700	731500	620909	<u>4,474</u>
					\$ -
<u>Texas Workforce Commission - Skills Development Fund - San Jacinto College in Partnership with a Manufacturing Consortium 2020 (New Grant)</u>					
State Grant Revenue	551036	56700	554200	110000	(279,451)
Instructional Labor - Adjunct	551036	56700	621100	460961	228,639
Fringe Benefits	551036	56700	651000	460961	35,922
Equipment	551036	56700	741000	460961	<u>14,890</u>
					-
<u>Texas Workforce Commission - FY19-20 Skills for Small Business Program (Additional Funds)</u>					
State Grant Revenue	551034	56700	554200	110000	(10,500)
Contractual Svcs - Indirect Costs	551034	56700	731500	620909	500
Student Aid - Scholarships	551034	56700	651000	520235	<u>10,000</u>
					-
Net Increase (Decrease)					<u>\$ -</u>

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:

U.S. Department of Education	\$ 93,938
Texas Workforce Commission	<u>289,951</u>
	\$ 383,889

March 02, 2020 Board Book – Grant Amendments Detail List

U.S. Department of Education/Texas Higher Education Coordinating Board - Carl Perkins Career and Technical Education - Basic Grant 2020 (Additional Funds)

The Perkins Act defines vocational-technical education as organized educational programs offering sequences of courses directly related to preparing individuals for employment in current or emerging occupations requiring other than a baccalaureate or advanced degree. Programs include competency-based applied learning, which contributes to an individual's academic knowledge, higher-order reasoning, problem solving skills, and the occupational-specific skills necessary for economic independence as a productive and contributing member of society. The most frequent use of funds include: occupationally relevant equipment, vocational curriculum materials, materials for learning labs, curriculum development or modification, staff development, career counseling and guidance activities, efforts for academic-vocational integration, supplemental services for special populations, hiring vocational staff, remedial classes, and expansion of tech prep programs.

Texas Workforce Commission - Skills Development Fund - San Jacinto College in Partnership with a Manufacturing Consortium 2020 (New Grant)

Addressing the needs of new projects coming into the Gulf Coast region, three companies, Air Products LLC, Harsco Corporation, and The Lycra Company LLC, seek industry-related technical, safety and employability skills training. Industrial manufacturing companies have historically benefitted from a tenured workforce for many years, but retirement is now catching up with the region. Additionally, the partner companies are also experiencing technological advances in equipment requiring a more highly skilled workforce. Critical to industry success, this project will provide necessary upskilling of new workers and recent hires.

Texas Workforce Commission - FY19-20 Skills for Small Business Program (Additional Funds)

The Skills for Small Business (SSB) Program will provide training for small private businesses. Participating businesses will select training courses for new and/or existing employees that will contribute to the enhancement of the business' operations. The program will cover costs of tuition and fees for selected courses offered through San Jacinto College.

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the existing schedule of tuition, along with charges that are not included in semester credit hour enrollment, for fiscal year 2021.

BACKGROUND

San Jacinto College has three primary sources of revenue – state appropriations, ad valorem taxes, and student revenues. As the funding model for community colleges has grown less reliant on state funding, the College has relied more heavily on student revenues and property tax revenues.

In March 2019, the Board of Trustees approved a new tuition model, where student tuition would be charged at registration based on the student residency classification with no add-on fees. The intent was to provide transparency, remove complexity, allow equitable access to all programs, and provide the same cost per semester credit hour based on residency for all students, regardless of course load.

Internal results show that all of the intended results have been accomplished. In addition, the College now has an in-district tuition rate that is lower than the combined tuition and fee rates for 42 out of 50 community college districts in Texas, and an out-of-district tuition rate that is lower than the combined tuition and fee rates for 33 out of 50 community college districts.

The low rates are evidence of the College’s commitment to the community we serve by providing affordable, high-quality education.

IMPACT OF THIS ACTION

The recommended tuition rates per semester credit hour (SCH) for credit courses are:

- \$78 per SCH for in-district
- \$135 per SCH for out-of-district
- \$210 per SCH for out-of-state

- \$75 per SCH for 3-Peat tuition, regardless of residency – Additional tuition is charged on all courses attempted three or more times (Texas Education Code 54.014). The College receives no state funding for these course enrollments.

No additional fees are added to a student’s registration.

Students have the opportunity to opt into sections that deliver their course materials by the first day of class, with an associated charge. These electronic course materials are purchased at the discretion of the student, in amounts that vary by course.

Action Item “X”
Regular Board Meeting March 2, 2020
Consideration of Approval of Tuition Schedule for Fiscal Year 2021

Other charges that are not associated with a credit-seeking students’ registration are included in the list below and are billed when appropriate:

- Installment Payment Plan Set up Charge (\$25) and Late Charge (\$25)
- Returned Check Charge (\$30)
- Testing Charge for repeat Texas Success Initiative Assessment (TSI tests) (\$30), after the first test is administered at no charge
- Collection Agency charges for delinquent accounts sent to collection
- Audit Course Charge, which is set at the same rate as in-district Tuition

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

Fiscal year-to-date through January 2020, this tuition model has generated approximately \$1.6 million in additional revenues, net of exemptions. Forecasts for fiscal year 2021 will be based upon actual past experience and anticipated growth.

MONITORING AND REPORTING TIMELINE

The Board will be kept apprised via monthly financial and budget updates.

ATTACHMENTS

None

RESOURCE PERSONNEL

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Action Item “XI”
Regular Board Meeting March 2, 2020

Consideration of Approval of Tuition Exemptions and Waivers for Fiscal Year 2021

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the list of optional tuition exemptions and waivers to be offered to students for Fiscal Year 2021.

BACKGROUND

The Texas Education Code authorizes certain exemptions and waivers to students in various circumstances and meeting specialized criteria. Some exemptions and waivers are mandatory, while others are optional at the discretion of the College.

A listing of the mandatory exemptions and waivers that are available to San Jacinto College students and a listing of the optional exemptions and waivers that are recommended to be available to San Jacinto College students are attached. Additionally, the amount of exemptions and waivers honored during Fiscal Years 2018 and 2019 under each exemption and waiver is listed.

IMPACT OF THIS ACTION

Exemptions and waivers are intended to encourage targeted populations to persist and complete college coursework. The entire list of available exemptions and waivers are posted prominently for student awareness on the College website.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The net amount of revenues waived for Fiscal Year 2018 was \$6.1 million, and for Fiscal Year 2019 was \$6.6 million. Fiscal year-to-date totals for 2020 are \$7.1 million, due primarily to growth in the Dual Credit Exemption.

There will be some growth in 2021, due to the addition of one additional cohort to the newer Early College High School locations.

MONITORING AND REPORTING TIMELINE

Monthly budget reports provide ongoing monitoring and reporting.

ATTACHMENTS

Attachment 1 - List of Mandatory Exemptions and Waivers

Attachment 2 - List of Optional Exemptions and Waivers

RESOURCE PERSONNEL

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Exemptions and Waivers - Mandatory

Program Name	Statute	Cost to SJC Fiscal Year 2018	Cost to SJC Fiscal Year 2019	Currently in Use	Notes
Hazlewood Exemptions · Veterans · child/spouse of deceased veteran · child/spouse of disabled veteran · Legacy recipients	TEC 54.341	\$851,454	\$851,542	Active	Veterans and other military personnel and dependents living in Texas receive 100% exemption from payment of tuition, based upon specific criteria
Children of Disabled Firemen/Peace Officers	TEC 54.351	\$10,307	\$6,152	Active	Children who meet age requirements and are dependents of firefighters and law enforcement officers injured or killed in the line of duty receive 100% exemption of tuition
Firefighters taking Fire Science Courses	TEC 54.353	\$5,707	\$5,623	Active	Students currently employed as firefighters or volunteer firefighters and meet certification criteria receive 100% exemption of tuition when enrolled in a fire science curriculum
Peace Officer Exemption	TEC 54.3531	\$2,310	\$2,025	Active	Students currently employed as peace officers receive 100% exemption of tuition when enrolled in a criminal justice curriculum
Children of Nurse Faculty	TEC 54.355	\$855	\$3,515	Active	Children under the age of 25 whose parent is a nurse educator in Texas higher education receive 100% exemption of tuition
Preceptors and/or their Children	TEC 54.356	\$500	\$680	Active	Children under the age of 25 whose parent is a nurse overseeing clinicals in Texas higher education receive a \$500 exemption of tuition
Deaf or Blind	TEC 54.364	\$45,869	\$50,555	Active	Students presenting proper certification attesting to the fact that they are deaf or blind receive 100% exemption of tuition
Foster Care/TX Dpt. Family Protective Svcs.	TEC 54.366	\$41,932	\$33,143	Active	Students who were under the conservatorship of the Department of Family and Protective Services on their 18th birthday receive 100% exemption of tuition
Adopted	TEC 54.367	\$63,723	\$104,227	Active	Students who were adopted and formerly in foster or other residential care receive 100% exemption of tuition
Texas Tomorrow Fund Contract	TEC 54.621(c)	\$0	\$0	Active	Students who are beneficiaries of a prepaid tuition contract receive exemption from payment of any additional tuition amounts for the credits covered under the contract
Foreign Service Officer	TEC 54.206	\$0	\$0	Available	A foreign service officer employed by the US Department of State receives in-state tuition when assigned to a foreign nation that borders the state
College Teachers, Professors and their Dependents	TEC 54.211	\$0	\$0	Available	A professor of higher education in Texas and their dependents receive in-state tuition regardless of the length of time they have lived in Texas
NATO Members and Families	TEC 54.232	\$0	\$0	Available	A non-immigrant alien and their dependents residing in Texas in accordance with certain NATO agreements receive in-state tuition regardless of the length of time they have lived in Texas
Military (and dependents) in Texas	TEC 54.241	\$0	\$0	Available	An active officer, enlisted person, selectee, or draftee of the U.S. armed forces and their dependents living in Texas on assignment receive in-state tuition regardless of the length of time they have lived in Texas
Ex-Prisoners of War	TEC 54.342	\$0	\$0	Available	Persons first classified as prisoners of war on or after January 1, 1999 receive full exemption of tuition and also receive free housing and other assistance upon enrollment for 12 semester credit hours
Children of POWs and MIAs	TEC 54.343	\$0	\$0	Available	Students who are under age 25, Texas residents and are children of members of the armed forces currently declared as prisoners of war or missing in action receive full exemption of tuition
Taps Performers	TEC 54.344	\$0	\$0	Available	Students who sound TAPS in military funerals shall receive a \$25 tuition exemption
National Guard Waiver	TEC 54.345	\$0	\$0	Available	Students who are identified annually by the adjutant general of the state military forces receive exemption of tuition for up to 12 semester credit hours
Dependents of Deceased Public Servants	TEC 54.354	\$0	\$0	Available	Children and surviving spouses of certain deceased firefighters, peace officers and other public servants receive exemption of tuition, free textbooks and housing assistance until the completion of 200 hours or a Bachelor's degree.
Economic Development	TEC 54.222	\$0	\$0	Available	Students (and their dependents) who are employed by a business that relocated within the past 5 years to Texas under certain agreements with the Texas Economic Development and Tourism Office receive in-state tuition regardless of length of residency in Texas
One-Year Exemption for Certain TANF Students	TEC 54.361	\$0	\$0	Available	Student who graduated from high school in Texas and during the last year of high school was a dependent child receiving financial assistance under chapter 31, Human Resources Code is exempt from one year of tuition
		<u>\$1,022,657</u>	<u>\$1,057,462</u>		

Exemptions and Waivers - Optional

Program Name	Statute	FY Cost to SJC FY18	FY Cost to SJC FY19	Currently in Use	Notes
Ad Valorem	TEC 130.0032	\$4,455	\$861	YES	Out-of-District students coming from households (taxpayer and dependents) who own property and pay property tax receive in-district rates
Community College District Employees	TEC 130.0851	\$6,330	\$2,063	YES	Employees who live out of district receive in-district rates
Competitive Scholarship	TEC 54.213	\$494,070	\$3,565	YES	Students coming from out of state who have a competitive scholarship in excess of \$1,000 receive in-state rate
Dual Enrollment – Jr. Colleges	TEC 130.008, 54.216	\$4,515,218	\$5,520,592	YES	Dual Credit Students receive 75% exemptions from enrollment charges
Senior Citizen Lowered Tuition 55 +	TEC 54.263	\$315	\$349	YES	CPD use only
Highest Ranking HS Scholar	TEC 54.301	\$1,192	\$3,655	YES	Students who graduated top of their class receive full tuition waiver for 2 semesters
Good Neighbor	TEC 54.331	\$24,240	\$21,280	YES	Tuition waiver for up to 235 students native-born in other countries in American hemisphere
Senior Citizen 65+ for 6 hours free tuition	TEC 54.365 (c)	\$6,145	\$2,231	YES	Students over age 65 receive tuition waiver for up to 6 SCH, if space is available
Disabled Peace Officer	TEC 54.352	\$0	\$0	Approved March 2019 for FY2020	Student can have tuition waived if student is permanently disabled as a result of an injury suffered during the performance of a duty as a peace officer of this state or a political subdivision of this state. Student must be a Texas resident for 12 months immediately prior to the semester.
Combat Exemption	TEC 54.2031	\$0	\$0	Approved March 2019 for FY2020	Student who is a dependent of a parent deployed during active combat may have tuition waived
		<u>\$5,051,964</u>	<u>\$5,554,596</u>		

**SAN JACINTO COMMUNITY COLLEGE DISTRICT
PURCHASE RECAP
March 2, 2020**

PURCHASE REQUESTS AND CONTRACT RENEWALS

Purchase Request #1		
Contract for Architectural Services for Central Campus McCollum Building Renovation (pg. 2)	\$	1,349,900
Purchase Request #2		
Contract for Architectural Services for College-Wide Glazing Replacement (pg. 3-4)		358,000
Purchase Request #3		
Contract for College-Wide Access Controls (pgs. 5-6)		1,169,802
Purchase Request #4		
Guaranteed Maximum Price for Central Campus Classroom Building Package 1 (pgs. 7-8)		24,710,091
Purchase Request #5		
Method of Procurement for College-Wide Glazing Replacement (pg. 9)		-
Purchase Request #6		
Method of Procurement for Central Campus McCollum Building Renovation (pg. 10)		-
Purchase Request #7		
Method of Procurement for Masonry Repairs (pg. 11)		-
Purchase Request #8		
Contract for Bank Depository Services (pgs. 12-13)		25,000
Purchase Request #9		
Contract for Merchant Credit Card Services (pgs. 14-15)		450,000
Purchase Request #10		
Contract for Nursing Testing and Preparation Services (pgs. 16-18)		367,000
Purchase Request #11		
Renew Contract for Plumbing Services (pg. 19)		165,000
Purchase Request #12		
Renew Contract for Geofencing Services (pg. 20)		200,000
Purchase Request #13		
Purchase Direct Mail Marketing Campaign Services (pgs. 21-22)		131,000
TOTAL OF PURCHASE REQUESTS		<u>\$ 28,925,793</u>

Purchase Request #1
Regular Board Meeting March 2, 2020
Consideration of Approval to Contract for Architectural Services
for Central Campus McCollum Building Renovation

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve a contract with HKS Architects, Inc. to provide architectural services for design of the Central Campus McCollum Building renovation project.

BACKGROUND

In June 2016, the Board approved a pool of architects for 2015 Bond projects selected through request for qualifications #16-15. A review process was conducted to assess which firm would be best suited for each respective project and it is recommended that HKS provide design services for the Central Campus McCollum Building renovation. Architectural services are classified as professional services pursuant to Texas Government Code §2254 and are awarded based on a firm's qualifications relative to each project.

IMPACT OF THIS ACTION

This action will provide architectural design services for the Central Campus McCollum Building renovations. Architectural services will include design solutions for improvements and upgrades to the building based on the architectural program completed in January 2020.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The architect's proposed fee is seven percent of the construction cost of work plus allowable reimbursable fees estimated at \$50,000. The estimated construction cost of work is \$18,570,000. The fee proposed is within the Board approved guidelines established for renovation projects in the 2015 Bond Program. The expenditure will be funded from the 2015 Bond Program.

MONITORING AND REPORTING TIMELINE

Architectural design of this project will require approximately seven months following notice to proceed. This project will be monitored by capital projects personnel and program management will be provided by AECOM.

ATTACHMENTS

None

RESOURCE PERSONNEL

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Randi Faust	281-998-6348	randi.faust@sjcd.edu

Purchase Request #2
Regular Board Meeting March 2, 2020
Consideration of Approval to Contract for Architectural Services
for College-Wide Glazing Replacement

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve a contract with Page Southerland Page, Inc. to provide architectural services for design of college-wide window glazing replacements.

BACKGROUND

A program status review completed in January 2020 determined that accrued savings are available to complete deferred maintenance issues on renovated buildings including upgrades of glazing.

In June 2016, the Board approved a pool of architects for 2015 Bond projects selected through request for qualifications #16-15. A review process was conducted to assess which firm would be best suited for each respective project and it is recommended that Page Southerland Page provide design services for the college-wide glazing improvements. Architectural services are classified as professional services pursuant to Texas Government Code §2254 and are awarded based on a firm's qualifications relative to each project.

IMPACT OF THIS ACTION

This action will provide architectural services to design glazing improvements for the Central Campus Frels Building, North Campus Burleson, Spencer, Brightwell, and Wheeler Buildings, and South Campus Longenecker Building and North and South Academic wings. Improvements and upgrades to the buildings will be based on the architectural program completed in January 2020.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The contract value will be a total not to exceed fee of seven percent of the construction cost of work plus allowable reimbursable fees estimated at \$50,000. The estimated construction cost of work is \$4,400,000. The fee proposed is within the Board approved guidelines established for renovation projects in the 2015 Bond Program. The expenditure will be funded from the 2015 Bond Program.

MONITORING AND REPORTING TIMELINE

Architectural design of this project will require approximately three months following notice to proceed. Procurement and construction will require approximately nine months. This project will be monitored by capital projects personnel and program management will be provided by AECOM.

ATTACHMENTS

None

Purchase Request #2
Regular Board Meeting March 2, 2020
Consideration of Approval to Contract for Architectural Services
for College-Wide Glazing Replacement

RESOURCE PERSONNEL

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ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve a contract with Dowley Security System for the college-wide access controls expansion project.

BACKGROUND

In September 2019, the Board authorized the competitive sealed proposals (CSP) procurement method for the college-wide access controls expansion project. Project plans and specifications were used as part of the documentation package required for public solicitation of proposals in accordance with the Texas Government Code §2269.151. CSP #20-06 was issued on January 3, 2020 to procure installation services for this project. Three responses were received and evaluated by a team comprised of representatives from facilities services and information technology services. The evaluation and ranking of the submittals were based on criteria published in the solicitation. Dowley Security System received the highest overall score.

IMPACT OF THIS ACTION

This action will provide the authority to contract for electronic access door hardware and installation services for building entrances and some interior spaces in multiple buildings across the campuses.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated expenditure for this project is \$1,169,802 including contingency funds and will be funded from the 2015 Bond Program.

MONITORING AND REPORTING TIMELINE

Services will begin upon execution of a contract and are expected to be completed during the 2020 calendar year. This project will be monitored by capital projects personnel and program management will be provided by AECOM.

ATTACHMENTS

Attachment 1 – Tabulation

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ATTACHMENT NO. 1

**CSP #20-06 College-Wide Access Controls
Evaluation Summary**

Criteria Descriptions	Maximum Value	Custom Access & Integration	DAC, Inc.	Dowley Security Systems
Proposed Contract Amount	140	Non-responsive	77.20	85.48
General Information, Staffing Plan, Management Plan, Schedule, Workload	100		89.50	86.00
History and Experience	100		78.00	95.50
Safety Record and Program	40		34.50	32.50
Financial Records	20		19.50	19.50
Total (100 x 4 Evaluators)	400	-	298.70	318.98

Final Ranking

1	Dowley Security Systems	318.98
2	DAC, Inc.	298.70
3	Custom Access & Integration	-

Purchase Request #4
Board Meeting March 2, 2020
Consideration of Approval of Guaranteed Maximum Price
for Central Campus Classroom Building, Package 1

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the first guaranteed maximum price (GMP) package for construction of the Central Campus Classroom Building.

BACKGROUND

In October 2019, the Board approved a construction manager-at-risk (CMR) contract, CMR #20-01, with Tellepsen Builders, L.P. for the Central Campus Classroom Building. Tellepsen has provided preconstruction services including constructability and cost estimating services to the owner and the design team.

Tellepsen solicited and received qualification bids for the first package which includes the timber structure; mechanical, electrical, plumbing, fire safety, and conveying systems; as well as demolition and abatement of the Ball and Anderson Buildings. Proposals are undergoing a thorough review including clarification and reconciliation of qualifications, exclusions, and design revisions to select the best value subcontractors and compile a formal GMP. Any subcontracts awarded by the construction manager under this authority shall comply with Texas Government Code Chapters 2258 and 2269 regarding prevailing wage rates and the review of bids and proposals, respectively. To advance construction in accordance with the timeline approved by the Board of Trustees, limited notices to proceed for work valued up to 20 percent of the authorized GMP Package 1 limit will be issued while GMP contract documents are being negotiated and finalized.

IMPACT OF THIS ACTION

Approval of GMP Package 1 will allow design assist and delegated design activities to continue at the required pace while detailed design is completed for the remaining package(s).

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

GMP Package 1 will be for an amount not to exceed \$24,710,091. The limited notices to proceed will not exceed \$4,942,018, which is 20 percent of GMP Package 1. The total amount of all GMP packages for this project will not exceed \$44,417,500. This project will be funded from the 2015 Bond Program.

MONITORING AND REPORTING TIMELINE

Completion of the project is expected in fall of 2021. This project will be monitored by capital projects personnel and program management will be provided by AECOM.

ATTACHMENTS

None

**Purchase Request #4
Board Meeting March 2, 2020
Consideration of Approval of Guaranteed Maximum Price
for Central Campus Classroom Building, Package 1**

RESOURCE PERSONNEL

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ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the competitive sealed proposals (CSP) procurement method for the college-wide window glazing replacement project in renovated buildings.

BACKGROUND

Fabrication and installation services are required to provide glazing improvements to the Central Campus Frels Building, North Campus Burleson, Spencer, Brightwell, and Wheeler Buildings, and South Campus Longenecker Building and North and South Academic wings. The CSP procurement method is recommended as it has proven to be effective for projects of this size and complexity. Specifications and plans are anticipated to be prepared by Page Southerland Page, Inc. and used as part of the documentation required for public solicitation of proposals in accordance with Texas Government Code §2269.151.

IMPACT OF THIS ACTION

This action will allow the College to procure construction services to complete the college-wide upgrade of glazing in previously renovated buildings.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated construction expenditure for this project is \$4,400,000 and will be funded from the 2015 Bond Program.

MONITORING AND REPORTING TIMELINE

This project will be monitored by capital projects personnel and program management will be provided by AECOM.

ATTACHMENTS

None

RESOURCE PERSONNEL

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Purchase Request #6
Regular Board Meeting March 2, 2020
Consideration of Approval of Method for
Central Campus McCollum Building Renovation

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the construction manager-at-risk (CMR) procurement method for renovation of the Central Campus McCollum Building.

BACKGROUND

Renovation of the Central Campus McCollum Building is one of the projects to be undertaken as part of the 2015 Bond Program. The CMR procurement method is recommended as it has proven to be effective for projects of this size and complexity and will comply with Texas Government Code §2269.251. The CMR method offers flexibility in scope development and controls risk to ensure delivery of quality work. The College will benefit by having the selected construction manager for this project involved early with the architect and owner to allow for the opportunity to identify potential errors or unintended costs.

IMPACT OF THIS ACTION

This action will allow the College to procure construction services to renovate the McCollum Building to provide additional faculty offices and instructional space at the Central Campus.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated construction expenditure for this project is \$19,400,000 and will be funded from the 2015 Bond Program.

MONITORING AND REPORTING TIMELINE

Following selection of a CMR, a contract award will be presented to the Board for consideration and approval. Project design and schedule development will begin during the spring of 2020. This project will be monitored by capital projects personnel and program management will be provided by AECOM.

ATTACHMENTS

None

RESOURCE PERSONNEL

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ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the job order contracting (JOC) procurement method for college-wide masonry repairs.

BACKGROUND

Minor repairs to exterior cladding on buildings renovated as part of the 2015 Bond Program were initially deferred to ensure that all required code, mechanical, and programmatic revisions could be completed within the available funding. A program review completed in January 2020 determined that accrued savings are available to complete deferred maintenance issues on renovated buildings. The proposed work will repoint failed masonry joints, replace or restack separated brick, correct observed spalling on precast panels, and replace caulk on exterior surfaces where required.

The JOC construction delivery method will allow flexibility for the correction of observed defects as a maintenance effort without the need for design documents. JOC contracts are competitively procured based upon overall best value including the contractor's discount coefficient which is applied to preset regional unit prices, such as RS Means. The JOC procurement method is recommended for this project in accordance with Texas Government Code §2269.401 and Texas Education Code §44.031.

IMPACT OF THIS ACTION

This action will correct observed exterior masonry and caulk defects on the Central Campus Frels Building, North Campus Burleson, Spencer, Brightwell, and Wheeler Buildings, and South Campus Longenecker Building and North and South Academic wings.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated expenditure for this project is \$321,000 and will be funded from the 2015 Bond Program.

MONITORING AND REPORTING TIMELINE

Completion of this project will require approximately four months after notice to proceed is issued. This project will be monitored by capital projects personnel and program management will be provided by AECOM.

ATTACHMENTS

None

RESOURCE PERSONNEL

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ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve a contract with JPMorgan Chase Bank, N.A. for bank depository services for the College.

BACKGROUND

Texas Education Code §51.003 requires the governing body of an institution of higher education select a depository institution as a place of deposit for funds collected by the institution on a competitive bid basis. Invitation for bids (IFB) #20-13 was issued to procure bank depository services. Two responses were received and evaluated by a team comprised of representatives from the district business office accountants who determined the response submitted by JPMorgan Chase Bank, N.A. will provide the best value to the College.

Responses were evaluated based on the allowable criteria contained in Texas Education Code §44.031(b) including the cost of the services, reputation of the vendor, quality of the services being rendered, extent to which the services meet the needs of the College, and other relevant factors.

IMPACT OF THIS ACTION

The depository contract is an important component of the treasury and cash management system for deposits of funds and processing of checks and electronic payments from accounts payable, payroll, student refunds, and financial aid disbursements. The services utilized by the College include multiple checking accounts for collection and disbursement activities, a money market investment account, and electronic funds transfer capabilities. JP Morgan Chase Bank is the current provider of these services to the College so there will be no disruption in the services provided with this new contract.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated annual expenditure is \$25,000 and will be funded from the district business office's 2020-2021 operating budget and subsequent year budgets.

MONITORING AND REPORTING TIMELINE

The initial two-year award term will commence on September 1, 2020, with renewal options of three one-year terms.

ATTACHMENTS

Attachment 1 - Tabulation

RESOURCE PERSONNEL

Teri Zamora	281-998-6306	teri.zamora@sjcd.edu
William Dickerson	281-998-6142	bill.dickerson@sjcd.edu
Genie Freeman-Scholes	281-998-6349	genevieve.scholes@sjcd.edu

ATTACHMENT NO. 1

**IFB 20-13 Bank Depository Services
Evaluation Summary**

Stated Criteria	Maximum Value	JPMorgan Chase	Frost Bank
Ability to perform and provide the required and requested services. Management and technical approach to the scope of services, breadth, and depth of the plan detail.	75	64	52
Price proposal evaluated on a best overall value approach	60	60	18
Qualifications, experience, and reputation of financial institution	45	36	23
Qualifications and experience of personnel	30	25	21
Interest rates paid on interest bearing accounts, time deposits, and investments. Explanation of financial institution's policy and methodology used in setting rates paid on interest bearing accounts.	30	25	23
Implementation process	30	29	24
Funds availability	15	12	10
Convenience and proximity to campus locations	15	13	9
Total (100 x 3 Evaluators)	300	264	180

Final Ranking

	Vendor Name	Total Score
1	JPMorgan Chase	264
2	Frost Bank	180

Purchase Request #9
Regular Board Meeting March 2, 2020

Consideration of Approval to Contract for Merchant Credit Card Services

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve a contract with TouchNet Information Systems, Inc. for merchant credit card services for the College.

BACKGROUND

Credit card merchant services provide payment processes for Visa, MasterCard, Discover, American Express, and debit cards with Visa or MasterCard affiliation. These processes include the transactions, transmittals to credit card processors, deposits to college bank accounts, and reporting for reconciliation purposes. Credit card payments are accepted for student payments during registration on campus or via the web. Other charges are processed from the campus cafes, cosmetology, and massage therapy departments as well as summer camp and other event-related activity which accept credit card payments through the MarketPlace portal.

Request for proposals #20-14 was issued to procure merchant credit card services. Three responses were received and evaluated by a team comprised of representatives from the business office who determined the response submitted by TouchNet Information Systems, Inc. will provide the best value to the College.

IMPACT OF THIS ACTION

The campus business offices and web payments account for over \$36 million through approximately 155,000 transactions per fiscal year and require merchant service processing. The College's current contract will expire August 31, 2020. TouchNet is the current provider of these services to the College so there will be no disruption in the services provided with this new contract.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The annual expenditure related to credit card discount fees is approximately \$450,000 dependent on the number of and value of transactions and will be funded from the district business office department's 2020-2021 operating budget and subsequent year budgets.

MONITORING AND REPORTING TIMELINE

The initial two-year award term will commence on September 1, 2020, with renewal options of three one-year terms.

ATTACHMENTS

Attachment 1 - Tabulation

RESOURCE PERSONNEL

Teri Zamora	281-998-6306	teri.zamora@sjcd.edu
William Dickerson	281-998-6142	bill.dickerson@sjcd.edu
Genie Freeman-Scholes	281-998-6349	genevieve.scholes@sjcd.edu

ATTACHMENT NO. 1

**RFP 20-14 Merchant Credit Card Services
Evaluation Summary**

Stated Criteria	Maximum Value	TouchNet Information Services	JPMorgan Chase	Fiserv
Qualifications, experience, and reputation of firm	80	64	61	46
Project approach and services	120	99	96	82
Funds availability	40	33	35	26
Implementation process	40	38	29	27
Customer service structure and availability	40	34	31	27
Price proposal evaluated on a best overall value approach	80	79	80	27
Total (100 x 4 Evaluators)	400	347	332	235

Final Ranking

	Vendor Name	Total Score
1	TouchNet Information Services	347
2	JPMorgan Chase	332
3	Fiserv	235

Purchase Request #10
Regular Board Meeting March 3, 2020
Consideration of Approval to Contract for
Nursing Testing and Preparation Services

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve a contract with Assessment Technologies Institute, LLC (ATI) for nursing program testing and preparation services for the Associate Degree Nursing (ADN) programs at the Central and North campuses.

BACKGROUND

The ADN programs currently offer National Council Licensure Examination for Registered Nurses (NCLEX-RN) review content to students who are in their last semester of the nursing program. The Texas Board of Nursing has established a standard of eighty percent as the minimum acceptable pass rate for first time testers and Central and North campuses currently have pass rates greater than ninety percent.

Nursing testing and preparation services provided by ATI will aid students and faculty with assessing and evaluating licensure exam preparedness. Students will begin utilizing ATI's services in their first semester and move through the curriculum into capstone courses. The educational resources provided by ATI are applicable to current pedagogical standards and will assist nursing students with understanding theoretical concepts and implementing clinical judgement. Faculty will also utilize the resources to assist students who may have difficulty understanding concepts, require remediation, or demonstrate difficulty with implementing clinical judgment.

Request for proposals #20-16 was issued to procure nursing testing and preparation services. Four responses were received and evaluated by a team comprised of representatives from the ADN nursing programs, who determined the proposal submitted by ATI would provide the best value to the College.

IMPACT OF THIS ACTION

The services provided by ATI are designed to support instruction, assessment, evaluation and external accreditation criterion. Positive components of the services provided include valid and reliable proctored assessments directly aligned with the NCLEX-RN test plans, test bank security, proctored assessments, and tutorials to assist in test-taking strategies, study skills, critical thinking, and problem solving. Services also include a focused review to guide a personalized remediation plan based on performance during practice and proctored exams and content-specific practice assessments. Extensive reporting capabilities exist to assist with benchmarks for accreditation reporting, both group and individual reporting, question analysis, student tracking, trend data to follow students' performance on proctored assessments throughout the curriculum, and data analysis to identify at-risk students.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The expenditure is \$367,000 and will be funded from the Nursing Shortage Reduction Program grant.

**Purchase Request #10
Regular Board Meeting March 3, 2020
Consideration of Approval to Contract for
Nursing Testing and Preparation Services**

MONITORING AND REPORTING TIMELINE

The initial award term will commence on March 31, 2020, with renewal options of four one-year terms.

ATTACHMENTS

Attachment 1 - Tabulation

RESOURCE PERSONNEL

Rhonda Bell	281-476-1858	rhonda.bell@sjcd.edu
Veronica Jammer	281-476-1842	veronica.jammer@sjcd.edu
Kerri Hines	281-998-6150 x7539	kerri.hines@sjcd.edu
Patsy Laredo	281-998-6106	patsy.laredo@sjcd.edu

ATTACHMENT NO. 1

**RFP 20-16 Nursing Testing and Preparation Services
Evaluation Summary**

Stated Criteria	Maximum Value	Assesment Technologies Institute, LLC	Elsevier, Inc.	Kaplan Nursing	Sylvia Rayfield & Associates
Project Understanding, Approach, and Management	160	146	138	133	53
Qualifications and Experience of Firm	120	102	100	100	34
Qualifications and Experience of Personnel	60	54	46	51	33
Price Proposal	60	53	49	44	25
Total (100 x 4 Evaluators)	400	355	333	328	145

Final Ranking

	Vendor Name	Total Score
1	Assesment Technologies Institute, LLC	355
2	Elsevier, Inc.	333
3	Kaplan Nursing	328
4	Sylvia Rayfield & Associates	145

Purchase Request #11
Regular Board Meeting March 2, 2020

Consideration of Approval to Renew the Contract for Plumbing Services

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees renew a contract with Modern Plumbing Company for plumbing maintenance and repair services for the facilities services department.

BACKGROUND

The facilities services department is responsible for plumbing equipment and performs most repairs with College employees. For large projects and emergency repairs, services of an outside contractor may be required. Modern Plumbing Services provides quality service and is responsive to requests for both regular and after-hour emergencies.

Request for proposals (RFP) #16-06 was issued in January 2016 to procure general plumbing services. The Board approved the original contract with Modern Plumbing Services in March 2016.

IMPACT OF THIS ACTION

Approval of this renewal will allow the department to continue to utilize Modern Plumbing Services to perform repairs on an as-needed basis for large projects and assist with emergency repairs that may arise throughout the year.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated annual expenditure for this request is \$165,000 and will be funded from the facilities services department's 2019-2020 operating budget and subsequent year budgets.

MONITORING AND REPORTING TIMELINE

This renewal will exercise the final of four one-year renewal options. The new contract term will be March 8, 2020 through March 7, 2021.

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	281-998-6327	genevieve.scholes@sjcd.edu

Purchase Request #12
Regular Board Meeting March 2, 2020

Consideration of Approval to Renew the Contract for Geofencing Services

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees renew a contract with CLARUS Corporation for geofencing services for the marketing, public relations, and government affairs department.

BACKGROUND

The College uses a wide variety of advertising and outreach initiatives, including several digital tactics. Geofencing campaigns are a type of digital tactic well suited to community colleges because of the ability to hypertarget and track ad performance. The ads are served on mobile phones and tablets, while also being displayed on laptops or desktop computers. CLARUS Corporation has exhibited satisfactory records of service, provided strong campaign performance, community college expertise and best practices, along with excellent customer service. Their network allows the College to target individual addresses, whereas many vendors do not provide this option. Geofencing services provided by CLARUS Corporation are versatile, efficient, and a good value for the College's overall advertising budget.

Request for proposals #19-03 was issued in January 2019 to procure geofencing services. The Board approved the original contract with CLARUS Corporation in March 2019.

IMPACT OF THIS ACTION

Geofencing campaigns are a strategic form of advertising that work well for specific lists and well-defined targets, such as applicants in the enrollment funnel, to remind them of their next step, and to ultimately, enroll in classes. Geofencing allows the College to utilize an efficient and effective outreach method instead of solely relying on broader digital methods of outreach that are not as targeted.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated annual expenditure for this request is \$200,000 and will be funded from various departments' 2019-2020 operating budget and subsequent year budgets.

MONITORING AND REPORTING TIMELINE

This renewal will exercise the first of four one-year renewal options available. The new contract term will be March 5, 2020 through March 4, 2021.

ATTACHMENTS

None

RESOURCE PERSONNEL

Janet Cowey	281-991-2603	janet.cowey@sjcd.edu
Patsy Laredo	281-998-6106	patsy.laredo@sjcd.edu

Purchase Request #13
Regular Board Meeting March 2, 2020

Consideration of Approval to Purchase Direct Mail Marketing Campaign Services

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the purchase of direct mail marketing campaign services with Academic Marketing Services, LLC for the marketing, public relations, and government affairs department.

BACKGROUND

In March 2019, the Board approved a two-year contract with Academic Marketing Services, procured through a request for proposals #19-12, to provide a new direct mail marketing magazine, SeniorFocus. The magazine is published and targeted toward senior citizens (age 55+) who live within the College district, approximately 70,000 households. The 12-page, full color direct mail piece is designed, printed and mailed three times per year (January, May, September) and content focuses on areas of interest specific to that audience. All content is created and owned by the College.

Academic Marketing Services has exhibited a highly satisfactory record of service. The services they provide are a vital tool to market and promote the College's academic and training programs, as well as provide our audience with pertinent information to make informed decisions regarding enrolling at and engaging with the College.

IMPACT OF THIS ACTION

The SeniorFocus publication enhances the image of the College among this target audience and provides customized content directed to senior citizens to encourage engagement with the College. In-house production would require additional manpower to perform the research, design, and layout of the 12-page mailer and would require a higher postage rate than offered by Academic Marketing Services. The marketing, public relations, and government affairs team works closely with the vendor to tailor the mailer to the programs and content appropriate for the target audience.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated annual expenditure is \$131,000 and will be funded from the marketing, public relations, and government affairs department's 2019-2020 operating budget and subsequent year budgets.

MONITORING AND REPORTING TIMELINE

The current contract term is March 5, 2019 to March 4, 2021 with three optional one-year renewals remaining.

ATTACHMENTS

None

Consideration of Approval to Purchase Direct Mail Marketing Campaign Services

RESOURCE PERSONNEL

Amanda Fenwick	281-998-6160	amanda.fenwick@sjcd.edu
Torrie Hardcastle	281-998-6139	torrie.hardcastle@sjcd.edu
Patsy Laredo	281-998-6106	patsy.laredo@sjcd.edu

Item "A"
Regular Board Meeting March 2, 2020
Approval of the Minutes for the January 27, 2020
Board Workshop and Regular Board Meeting

RECOMMENDATION

The Chancellor requests that the Board of Trustees approve the minutes for the January 27, 2020, Board Workshop and Regular Board Meeting.

**San Jacinto College District Board Workshop
January 27, 2020
District Administration Building, Suite 201**

MINUTES

	Board Workshop Attendees:	Board Members: Marie Flickinger, John Moon, Jr., Dan Mims, Keith Sinor, Dr. Ruede Wheeler, Larry Wilson Absent: Erica Davis Rouse Chancellor: Brenda Hellyer Other: Allatia Harris, Rosie Helms, Sandra Ramirez, Mandi Reiland, Laurel Williamson, and Teri Zamora
	Agenda Item:	Discussion/Information
I.	Call the Meeting to Order	Board Chair, Marie Flickinger, called the workshop to order at 5:16 p.m.
II.	Roll Call of Board Members	Marie Flickinger, Erica Davis Rouse (absent), Dan Mims, John Moon, Jr., Keith Sinor, Dr. Ruede Wheeler, Larry Wilson
III.	Adjournment to closed or executive session pursuant to Texas Government Code Section 551.071, 551.074, 551.087 of the Texas Open Meetings Act, for the following purposes: Legal Matters, Personnel Matters, and Commercial or Financial Matters	Chair Flickinger adjourned to closed session at 5:17 p.m. It was determined that there were no legal matters to discuss during this closed session. Sandra Ramirez, Mandi Reiland, Laurel Williamson, and Teri Zamora were present for the closed session for legal and personnel matters.
IV.	Reconvene in Open Meeting	The meeting reconvened to the open meeting at 5:50 p.m.
V.	Update on Harris County Promise at San Jacinto College	Dr. Allatia Harris joined the meeting. Allatia provided an overview of the Harris County Promise at San Jacinto College program launch. The students still have until February 6 th to sign the pledge. Allatia reviewed pledge totals by each high school. The

		<p>total pledged at this time is 1,543. This is 79.3 percent of the total 2020 senior classes for the participating high schools. Allatia explained that the pep rallies have been exciting and well done.</p> <p>Brenda Hellyer reviewed the next steps of the program. Students have until March 6th to apply to San Jacinto College and until April 3rd to complete the FAFSA/TAFSA. After this date, we will have a better idea of the commitments.</p> <p>Brenda explained that she has talked with the superintendents of each of the non-participating independent school districts (ISDs).</p> <p>Brenda reviewed the number of graduates from the participating high schools that have attended San Jacinto College in the last five years.</p> <p>Brenda reviewed the data that reflects the college-going rates of the San Jacinto College area high school graduates. She highlighted the data of the three participating high schools. This data shows the college going rate of any student going to any college in Texas. This data does not necessarily tie to the data that was just reviewed because some of the data is now being reported separately (i.e. Kirk Lewis CTE High School). There also may be some differences because data from our research team is uncertified, and the third handout is certified through the Texas Higher Education Coordinating Board which generally runs behind.</p> <p>Allatia reviewed the Pell grant percentages from each school in program.</p> <p>Brenda stated that we will review Promise program data in more detail at the February 21st Board Strategic Planning Retreat.</p> <p>Keith asked how we are helping the students get through this process.</p> <p>Allatia responded that the financial aid team has been working closely with the high schools. Our shared ed planners are involved, and there have been parent nights at each school.</p>
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		<p>Brenda stated that this program is off to a great start and we will review the numbers after the deadlines. A press release will be distributed on February 3rd after all of the prep rallies at the participating high schools are complete.</p>
VI.	Discuss Compliance with Public Funds Investment Act	<p>Teri Zamora reviewed a letter from the College’s auditors, DoerenMayhew. The letter discusses the College’s compliance with the Public Funds Investment Act (PFIA) requirements. She explained that as a result of testing performed by the auditors, noncompliance was noted in the following two areas: investment officer training and quarterly investment reports. Teri explained that the two items are already resolved, and she does not see that there will be future issues in these areas.</p>
VII.	Review of Calendar	<p>Brenda reviewed the calendar with the Board.</p> <p>The group discussed the upcoming mass timber conference agenda. She explained that if any Board members are interested in attending, they can let us know and will be registered.</p> <p>Brenda reviewed details of the Central classroom building. She also mentioned a correction to the Building Committee minutes from January 21st which stated the wrong county as a source of the timber. The correction will be changed from Australia to state Austria.</p> <p>Dan Mims asked if there are any mass timber buildings in Texas. Teri replied that there is nothing of this scope in Texas yet. She will provide a list of smaller buildings in Texas at a future meeting.</p> <p>Larry Wilson asked for more details on mass timber. Dan explained that this construction method utilizes layers of timber. Teri explained it is a very dense and durable product.</p> <p>John Moon, Jr. asked why we are utilizing companies that are located out of the country. Brenda explained that the original plan was to utilize a company in the Unites States, but the main decision point was to choose a company with a good reputation with the product and could deliver on our building scope.</p>

VIII.	General Discussion of Meeting Items	Brenda stated that Tom Watson, Foundation Board Chair, will present the Foundation Gala with a Twist launch at the Board meeting.
IX.	Adjournment	Workshop adjourned at 6:21 p.m.

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

January 27, 2020

The Board of Trustees of the San Jacinto Community College District met at 7:00 p.m., Monday, January 27, 2020, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas, for the Regular Board Meeting.

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

Absent: Erica Davis Rouse, Assistant Secretary

Chancellor: Brenda Hellyer

Others Present:

Joshua Banks	Rebecca Goosen	Shelley Rinehart
Dean Barnes	Abbie Grubb	Martha Robertson
Rhonda Bell	Rick Guerrero	Debbie Smith
Marsha Borden	Kevin Hale	Danny Snooks
Kathy Burris	Allatia Harris	Rob Stanicic
Michelle Callaway	Rosie Helms	Rhonda Tompkins
Dinkar Chheda	Mini Izaguirre	Andrea Vasquez
Kelly Cleaver	Sallie Kay Janes	Tom Watson
Hector Covo	Bryan Jones	Van Wigginton
Steven Cowart	Tami Kelly	Susan K. Williams
Janet Cowey	Dana Kostecka	Laurel Williamson
Katey Crackel	Kevin McKisson	Teri Zamora
Teri Crawford	Kevin McKisson	
Arnold E. Davis Jr.	Lamar McWaine	
Suzanne DeBlanc	DeRhonda McWaine	
Kimberly DeLauro	Robert Merino	
Destry Dokes	Kevin Morris	
Chris Duke	Lambrini Nicopoulos	
Teddy Farias	Alexander Okwonna	
Amanda Fenwick	Bob Pizzitola	
Scott Gernander	Bill Raffetto	
Connie Gomez	JR Ragaisis	
George González	Sandra Ramirez	

Call the Meeting to order:	Chair Marie Flickinger called the Regular Meeting of the Board of Trustees to order at 7:06 p.m.
Roll Call of Board Members:	Erica Davis Rouse (absent) Dan Mims John Moon, Jr. Keith Sinor Dr. Ruede Wheeler Larry Wilson
Invocation and Pledges to the Flags:	The invocation was given by Dr. Alexander Okwonna. The pledges to the American flag and the Texas flag were led by Keith Sinor.
Special Announcements, Recognitions, Introductions, and Presentations:	<ol style="list-style-type: none"> 1. Tom Watson launched the San Jacinto College Foundation Gala with a Twist Event Kickoff. 2. Dr. Laurel Williamson recognized the 2019-2020 Excellence Award Recipients and Minnie Piper Nominee
Student Success Presentations:	<ol style="list-style-type: none"> 1. George González and Dr. Laurel Williamson presented an overview of San Jacinto College Pathway through the Lens of Diversity.
Communications to the Board:	<p>The following items were distributed to the Board as communication items.</p> <ol style="list-style-type: none"> 1. A thank you was sent to the Board from Anita Dewease for the plant sent in memory of her father-in-law. 2. A thank you was sent to the Board from Michelle Callaway for the plant sent in memory of her mother-in-law. 3. A thank you was sent to the Board from Carolyn Riddle for the plant sent in memory of her husband. 4. A thank you was sent to the Board from Patrecia Simpson for the plant sent in memory of her brother. 5. A thank you was sent to the Board from John Moon, Jr. for the plant, thoughts, and prayers during his recent recovery. 6. Winter 2020 Senior Focus 7. Winter 2019 Career Focus 8. January 2020 Opportunity News 9. 2019 Report to the Community 10. Every aspect of our Bachelor of Science degree in Nursing is approved and acknowledged. We are 100% approved by all regulatory entities. 11. 2018-2019 Comprehensive Annual Financial Report 12. Dr. Brenda Hellyer recognized Dr. Allatia Harris for receiving the Dr. Ed Lehr Chairman's award at the North Channel Chamber of Commerce last Thursday.

Hearing of Such Citizens or Groups of Citizens Desiring to be Heard Before the Board: There were no citizens desiring to be before the Board of Trustees.

Informative Reports: Chair Marie Flickinger indicated such reports were in the Board documents and online.

- A. San Jacinto College Financial Statements
 - a. Financial Statements November 2019
 - b. Monthly Investment Report November 2019
 - c. Financial Statements December 2019
 - d. Monthly Investment Report December 2019
 - e. Quarterly Investment Report September – November 2019
- B. San Jacinto College Foundation Financial Statements
 - a. November 2019
 - b. December 2019
- C. Capital Improvement Program
- D. San Jacinto College Building Committee Minutes
Brenda Hellyer noted that there is a correction to the minutes on page four. The reference to Australia should be Austria. This will be corrected for the final minutes.

Motion 10015 Consideration of Approval of Amendment to the 2019-2020 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants Motion was made by Larry Wilson, seconded by Dr, Ruede Wheeler, for approval of Amendment to the 2019-2020 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants.

Motion Carried.

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

Motion 10016 Consideration of Approval of Policy III.3003.A, Ethical Conduct & Conflicts of Interest - Second Reading Motion was made by Dr. Ruede Wheeler, seconded by Keith Sinor, for approval of Policy III.3003.A, Ethical Conduct & Conflicts of Interest - Second Reading.

Motion Carried.

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

Motion 10017 Motion was made by Keith Sinor, seconded by John Moon, Jr., for approval of
Consideration of Interlocal Agreement with Texas A&M Engineering Extension Service.
Approval of
Interlocal
Agreement with **Motion Carried.**
Texas A&M
Engineering **Yeas:** Mims, Moon, Sinor, Wheeler, Wilson
Extension **Nays:** None
Service

Motion 10018 Motion was made by Dan Mims, seconded by John Moon, JR., for approval of
Consideration of Memorandum of Understanding with Sheldon ISD for Early College High
Approval of School.
Memorandum of
Understanding **Motion Carried.**
with Sheldon
ISD for Early **Yeas:** Mims, Moon, Sinor, Wheeler, Wilson
College High **Nays:** None
School

Motion 10019 Motion was made by Dan Mims, seconded by Keith Sinor, for approval to
Consideration of Change Policy Number.
Approval to
Change Policy **Motion Carried.**
Number
Number **Yeas:** Mims, Moon, Sinor, Wheeler, Wilson
Number **Nays:** None

Motion 10020 Motion was made by Dan Mims, seconded by Dr. Ruede Wheeler, for
Consideration of approval of the purchasing requests.
Purchasing
Requests

Purchase Request #1	
Purchase Utility Connection Services for Generation Park	\$118,310
Purchase Request #2	
Contract for Architectural Services for South Campus Jones Building Renovation	1,100,000
Purchase Request #3	
Contract for CPET Extended Site Development	531,000
Purchase Request #4	
Contract for Maritime Expansion	1,047,600
Purchase Request #5	
Method of Procurement for Asbestos Abatement of Central Campus Ball and Anderson Buildings	-

Purchase Request #6	
Method of Procurement for College Wayfinding Signs and Maps	-
Purchase Request #7	
Additional Funds for Oracle Software Licenses	270,000
Purchase Request #8	
Additional Funds for Technical Training Equipment and Supplies	200,000
Purchase Request #9	
Renew the Contract for Electronic Procurement Software	<u>177,500</u>
TOTAL OF PURCHASE REQUESTS	\$3,444,410

Motion Carried.

Yeas: Mims, Moon, Sinor, Wheeler, Wilson

Nays: None

**Motion 10021
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 December 2, 2019 Board Workshop and Regular Board Meeting
- B. Approval of the Budget Transfers
- C. Approval of Personnel Recommendations and 2019-2020 Part-Time Hourly Rate Schedule
- D. Approval of the Affiliation Agreements
- E. Approval of the Next Regularly Scheduled Meeting

Motion Carried.

Yeas: Mims, Moon, Sinor, Wheeler, Wilson

Nays: None

**Items for
Discussion/
Possible Action**

There were no additional items discussed.

Adjournment:

Meeting Adjourned at 7:44 p.m.

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve budget transfers for 2019-2020 which have been made in accordance with State 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, 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 will allow 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
Dianne Duron	281-998-6347	dianne.duron@sjcd.edu

SAN JACINTO COLLEGE DISTRICT
 Budget Transfers For The March 2, 2020 Board Meeting
 Budget Transfers Related to Fiscal Year 2019-2020

ELEMENT OF COST	DEBIT	CREDIT
INSTRUCTION	\$ 100,489	\$ -
PUBLIC SERVICE	\$ -	\$ -
ACADEMIC SUPPORT	\$ 996	\$ 101,712
STUDENT SERVICES	\$ 560	\$ -
INSTITUTIONAL SUPPORT	\$ 1,705	\$ 2,949
PHYSICAL PLANT	\$ 912	\$ -
AUXILIARY ENTERPRISES	\$ -	\$ -
	\$ 104,662	\$ 104,662

These transfers reflect adjustments of budgetary allocations between campuses and departments.

RECOMMENDATION

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

Central Campus

Department

Affiliation Entity

Associate Degree Nursing Program

Texas Woman’s University

Health Systems (Multiple) Program
Galveston

The University of Texas Medical Branch at

Eye Care Technology Program

Mann Eye Institute

Eye Care Technology Program

Christy Optical

Clinical Respiratory Therapist Program

Texas Children’s Hospital

Respiratory Care Program

Houston Methodist Baytown and Houston
Methodist Hospital

Medical Imaging Program

Memorial Hermann Ambulatory Services

South Campus

Department

Affiliation Entity

Pharmacy Technician Program

The University of Texas Medical Branch at
Galveston

Nursing Program

The University of Texas Medical Branch at
Galveston

North Campus

Department

Affiliation Entity

Health Information Management Program

Texas Behavioral Health

Health Information Management Program

Abiding Christian Therapy

Health Information Management Program

Clear Lake Institute for Rehabilitation

Health Information Management Program

Innovation Specialist LLC dba 2nd MD

Mental Health Program

Gateway Foundation, Corrections

Nursing Program

Nexus Children’s Hospital

RATIONALE

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

FISCAL IMPLICATIONS TO THE COLLEGE

N/A

CONTACT PERSONNEL

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Item "E"
Regular Board Meeting March 2, 2020
Approval of the Next Regularly Scheduled Meeting

RECOMMENDATION

The next regularly scheduled meeting of the Board of Trustees will be Monday, April 6, 2020.