

*Board of Trustees  
Meeting*

*April 06, 2015*

April 2, 2015

**NOTICE OF PUBLIC HEARING  
BOARD OF TRUSTEES  
SAN JACINTO COMMUNITY COLLEGE DISTRICT**

The Board of Trustees of the San Jacinto College Community District will meet at 3:00 p.m., Monday, April 6, 2015, in room C-1.102 of the San Jacinto College Central Campus, 8060 Spencer Hwy., Pasadena, TX.

**Board Planning Retreat**

- I. Call the Meeting to Order**
- II. Update on 2015 Building Program**
- III. Wrap-up with Summary for Follow-up**
- IV. 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.

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.

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

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

Certification as to Posting or Giving of Notice

On this day, April 2, 2015, 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.

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Brenda Hellyer, Ed.D.

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

The Board of Trustees of the San Jacinto College Community District will meet at 6:00 p.m., Monday, April 6, 2015, 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, the Texas Open Meetings Act, for the following purposes:**
  - Consultation with Attorney**  
For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized by law.
- IV. Reconvene in Open Meeting**
- V. Update on Board of Trustees Institute**
- VI. Update on Legislative Session**
- VII. Calendar**
- VIII. General Discussion of Meeting Items**
- IX. 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:

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Brenda Hellyer, Ed.D.

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

The Board of Trustees of the San Jacinto College Community District will meet at 7:00 p.m. on Monday, April 6, 2015, 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 Student Winners at Skills USA Competition      Brenda Jones
  - Recognition of the Men’s Basketball Team for Competing      Allatia Harris  
In the National Competition
  - Recognition of Dow Chemical for their Involvement      Allatia Harris  
With the Mindtrekkers Event
  - Recognition of Karen Hattaway for being chosen by      Laurel Williamson  
The League for Innovation to Author the 2015 Edition of  
The Cross Papers, Number 18
  - Recognition of Jane Stimpson Being Accepted for the      Brenda Jones  
Texas Accelerated Library Leaders Institute
- V. Student Success Presentation**
  - Part-time Faculty Development Update      Martha Robertson
  - Update on the Reverse Articulation Process      Wanda Munson
  - Update on Board of Trustees Institute      Dan Mims  
John Moon, Jr.
- VI. Communications to the Board of Trustees**
- VII. Hearing of Such Citizens or Groups of Citizens Desiring to be Heard Before the Board**
- VIII. Informative Reports to the Board**
  - A. San Jacinto College Financial Statement
  - B. Capital Improvement Program

- C. San Jacinto College Foundation Financial Statement
- D. San Jacinto College Building Committee Minutes
- E. San Jacinto College Finance Committee Minutes

### **ACTION ITEMS**

- IX. Consideration of Approval of Amendment to the 2014-2015 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants**
- X. Consideration of Policy VI-K: Policy Regarding Appropriate Use of Copyrighted Materials - First Reading (Information Only)**
- XI. Consideration of Approval of Increase in Tuition Rate for Out of State and International Students for 2015 Summer Terms**

### **PURCHASING REQUESTS**

- XII. Consideration of Construction Requests**
- XIII. Consideration of Purchasing Requests**

### **CONSENT AGENDA**

#### **XIV. Consent Agenda**

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

- A. Approval of the Minutes for the March 2, 2015 Board Workshop and Regular Board Meeting**
- B. Approval of the Minutes for the March 11, 2015 Special Board Meeting**
- C. Approval of the Budget Transfers**
- D. Approval of Personnel Recommendations**
- E. Approval of the Affiliation Agreements**
- F. Approval of the Next Regularly Scheduled Meeting**

#### **XV. Items for Discussion/Possible Action**

(Items removed from the Consent Agenda, will be considered at this time)

#### **XVI. Adjournment**

##### **Closed Session Authority**

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Brenda Hellyer, Ed.D.



SAN JACINTO COMMUNITY COLLEGE DISTRICT  
Statement of Net Position  
February 28,

<u>Assets</u>	<u>2015</u>	<u>2014</u>
<b>Current assets:</b>		
Cash and cash equivalents	\$ 101,941,329	103,296,691
Investments	10,227,084	4,228,087
Accounts receivable - taxes	6,851,969	6,556,483
Accounts receivable	11,349,181	9,859,109
Deferred charges	509,364	480,462
Inventories	522,096	479,246
Total current assets	<u>131,401,023</u>	<u>124,900,078</u>
<b>Noncurrent assets:</b>		
Restricted cash and cash equivalents	56,786,429	74,240,772
Restricted investments	1,011,812	1,037,202
Other long term investments	624,481	12,180,583
Capital assets, net	<u>370,797,579</u>	<u>363,200,376</u>
Total noncurrent assets	<u>429,220,301</u>	<u>450,658,933</u>
Total assets	<u>560,621,324</u>	<u>575,559,011</u>
 <b>Liabilities</b>		
<b>Current liabilities:</b>		
Accounts payable	13,387,103	13,081,132
Accrued liabilities	443,370	2,222,841
Accrued compensable absences and deferred compensation	2,747,035	2,740,265
Deferred revenues	6,319,486	3,953,049
Total current liabilities	<u>22,896,994</u>	<u>21,997,287</u>
<b>Noncurrent liabilities:</b>		
Bonds and notes payable	<u>287,993,732</u>	<u>293,156,268</u>
Total noncurrent liabilities	<u>287,993,732</u>	<u>293,156,268</u>
Total liabilities	<u>310,890,726</u>	<u>315,153,555</u>
 <b>Net assets</b>		
Beginning of year	208,536,020	216,630,735
Current year addition	41,194,578	43,774,721
Total net position	<u>\$ 249,730,598</u>	<u>\$ 260,405,456</u>

San Jacinto Community College District  
Statement of Revenues, Expenditures and Changes In Net Position  
For the Six Months Ended February 28, 2015

Consolidated -All Funds  
(Not Including Capital Improvement Program)

	Adjusted Budget	Actual (50%)	% Actual to Adjusted Budget	Prior Year Actual 2/28/14	% of 8/31/14 Actual
<b>REVENUES:</b>					
State Appropriations	\$ 45,866,611	\$ 20,581,852	44.87	\$ 20,317,219	44.26
Local Taxes - Maintenance & Operations	55,125,000	52,474,900	95.19	49,086,662	95.21
Local Taxes - Debt Service	24,967,000	24,392,239	97.70	23,749,627	93.93
Credit Tuition	40,462,925	33,766,185	83.45	32,534,621	85.84
Credit Fees	13,295,000	10,807,861	81.29	11,912,601	83.82
Credit Exemptions & Waivers	(2,801,925)	(3,083,026)	110.03	(2,428,779)	87.94
Bad Debt	(1,600,000)	(534,000)	33.38	(1,600,000)	100.00
Continuing Professional Development	6,445,000	2,707,554	42.01	3,162,141	55.23
Sales & Services	1,507,900	1,169,212	77.54	951,445	56.72
Investment Income	638,000	137,845	21.61	163,241	63.48
Auxiliary Services	4,160,000	2,037,151	48.97	2,372,168	59.78
Grants	73,593,809	39,882,327	54.19	48,290,708	84.11
Local Grants	2,113,700	1,833,217	86.73	1,743,079	60.96
Total	<u>263,773,020</u>	<u>186,173,317</u>	<u>70.58</u>	<u>190,254,733</u>	<u>78.49</u>
<b>EXPENDITURES:</b>					
Instruction	69,806,750	36,829,185	52.76	37,476,266	54.53
Public Service	5,319,524	2,550,732	47.95	2,324,962	47.43
Academic Support	23,327,377	7,601,928	32.59	7,214,849	54.45
Student Services	14,133,880	6,962,349	49.26	6,929,628	47.93
Institutional Support	67,182,891	30,902,620	46.00	25,615,984	46.87
Physical Plant	21,915,421	10,426,353	47.58	8,300,178	45.13
Scholarships and Fellowships	64,062,098	40,740,316	63.60	49,135,168	86.11
Auxiliary Enterprises	4,160,510	2,718,419	65.34	2,825,060	57.12
Depreciation	15,587,244	7,918,402	50.80	7,531,825	46.82
Capital Purchases	-	(1,671,565)	-	(873,908)	30.18
Total	<u>285,495,695</u>	<u>144,978,739</u>	<u>50.78</u>	<u>146,480,012</u>	<u>58.69</u>
<b>TRANSFERS AMOUNG FUNDS:</b>					
Transfers In	1,083,174	(509,772)	-	(165,933)	-
Transfers Out	(1,083,174)	509,772	-	165,933	-
Net Increase (Decrease) in Net Position	<u>\$ (21,722,675)</u>	<u>\$ 41,194,578</u>		<u>\$ 43,774,721</u>	

San Jacinto Community College District  
Statement of Revenues, Expenditures and Changes In Net Position  
For the Six Months Ended February 28, 2015

11 Unrestricted Funds

	Adjusted Budget	Actual (50%)	% Actual to Adjusted Budget	Prior Year Actual 2/28/14	% of 8/31/14 Actual
<b>REVENUES:</b>					
State Appropriations	\$ 37,142,000	\$ 15,971,427	43.00	\$ 16,008,378	43.06
Local Taxes - Maintenance & Operations	55,125,000	52,474,900	95.19	49,086,662	95.21
Credit Tuition	38,662,925	32,332,564	83.63	31,155,623	85.93
Credit Fees	13,295,000	10,807,861	81.29	11,912,601	83.82
Credit Exemptions & Waivers	(2,801,925)	(3,083,026)	110.03	(2,428,779)	87.94
Bad Debt	(1,600,000)	(534,000)	33.38	(1,600,000)	100.00
Continuing Professional Development	6,445,000	2,707,554	42.01	3,162,141	55.23
Sales & Services	1,507,900	1,124,356	74.56	895,198	57.41
Investment Income	638,000	82,683	12.96	140,384	64.49
Total	<u>148,413,900</u>	<u>111,884,319</u>	<u>75.39</u>	<u>108,332,208</u>	<u>76.11</u>
<b>EXPENDITURES:</b>					
Instruction	62,631,876	34,533,544	55.14	34,994,276	54.61
Public Service	4,504,260	2,237,472	49.67	2,018,986	46.92
Academic Support	13,166,003	6,105,018	46.37	5,845,511	52.37
Student Services	12,923,621	6,310,402	48.83	6,166,795	47.43
Institutional Support	38,295,059	18,870,538	49.28	16,274,768	45.14
Physical Plant	21,915,421	10,426,353	47.58	8,300,178	45.13
Total	<u>153,436,240</u>	<u>78,483,327</u>	<u>51.15</u>	<u>73,600,514</u>	<u>50.07</u>
<b>TRANSFERS AMONG FUNDS:</b>					
Transfers In	-	(8,149)	-	(22,114)	-
Transfers Out	1,053,767	506,574	-	137,102	-
Net Increase (Decrease) in Net Position	<u>\$ (6,076,107)</u>	<u>\$ 32,902,567</u>		<u>\$ 34,616,706</u>	

San Jacinto Community College District  
Statement of Revenues, Expenditures and Changes In Net Position  
For the Six Months Ended February 28, 2015

Federal Restricted Funds

	Adjusted Budget	Actual (50%)	% Actual to Adjusted Budget	Prior Year Actual 2/28/14	% of 8/31/14 Actual
REVENUES:					
Grants	\$ 68,595,292	\$ 38,328,944	55.88	\$ 46,037,662	84.10
Total	<u>68,595,292</u>	<u>38,328,944</u>	<u>55.88</u>	<u>46,037,662</u>	<u>84.10</u>
EXPENDITURES:					
Instruction	927,460	284,303	30.65	379,534	46.66
Public Service	220,623	95,864	43.45	77,953	46.08
Academic Support	8,084,643	634,269	7.85	695,621	86.91
Student Services	(34,464)	125,908	(365.33)	178,363	55.65
Institutional Support	1,473,161	394,275	26.76	187,650	14.54
Scholarships and Fellowships	57,923,869	36,794,325	63.52	44,518,541	86.70
Total	<u>68,595,292</u>	<u>38,328,944</u>	<u>55.88</u>	<u>46,037,662</u>	<u>84.10</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 Six Months Ended February 28, 2015

State Restricted Funds

	Adjusted Budget	Actual (50%)	% Actual to Adjusted Budget	Prior Year Actual 2/28/14	% of 8/31/14 Actual
<b>REVENUES:</b>					
State Paid Benefits	\$ 8,724,611	\$ 4,610,425	52.84	\$ 4,308,841	49.42
Grants	4,998,517	1,553,383	31.08	2,253,046	84.37
Total	<u>13,723,128</u>	<u>6,163,808</u>	<u>44.92</u>	<u>6,561,887</u>	<u>57.61</u>
<b>EXPENDITURES:</b>					
Instruction	6,218,773	1,986,136	31.94	2,064,545	55.56
Public Service	283,520	136,364	48.10	137,449	52.41
Academic Support	1,140,535	471,300	41.32	416,949	47.11
Student Services	1,151,588	494,609	42.95	530,341	51.16
Institutional Support	1,959,051	1,758,517	89.76	1,264,305	42.06
Scholarships and Fellowships	2,969,661	1,316,882	44.34	2,148,298	86.48
Total	<u>13,723,128</u>	<u>6,163,808</u>	<u>44.92</u>	<u>6,561,887</u>	<u>57.61</u>
<b>TRANSFERS AMONG FUNDS:</b>					
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 Six Months Ended February 28, 2015

Local Restricted Funds

	<u>Adjusted Budget</u>	<u>Actual (50%)</u>	<u>% Actual to Adjusted Budget</u>	<u>Prior Year Actual 2/28/14</u>	<u>% of 8/31/14 Actual</u>
REVENUES:					
Local Grants	<u>\$ 2,113,700</u>	<u>\$ 1,833,217</u>	<u>86.73</u>	<u>\$ 1,743,079</u>	<u>60.96</u>
Total	<u>2,113,700</u>	<u>1,833,217</u>	<u>86.73</u>	<u>1,743,079</u>	<u>60.96</u>
EXPENDITURES:					
Instruction	28,641	14,455	50.47	30,799	35.58
Public Service	311,121	81,032	26.05	90,574	54.02
Academic Support	936,196	391,341	41.80	256,768	63.56
Student Services	93,135	31,430	33.75	54,129	54.36
Institutional Support	67,870	21,830	32.16	56,543	32.87
Scholarships and Fellowships	<u>1,368,568</u>	<u>1,213,320</u>	<u>88.66</u>	<u>1,312,811</u>	<u>64.56</u>
Total	<u>2,805,531</u>	<u>1,753,408</u>	<u>62.50</u>	<u>1,801,624</u>	<u>60.80</u>
TRANSFERS AMONG FUNDS:					
Transfers In	662,424	(75,981)	-	(143,819)	-
Transfers Out	<u>(29,407)</u>	<u>3,198</u>	<u>-</u>	<u>28,831</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ 152,592</u>		<u>\$ 56,443</u>	

San Jacinto Community College District  
Statement of Revenues, Expenditures and Changes In Net Position  
For the Six Months Ended February 28, 2015

27 Texas Public Education Grant

	<u>Adjusted Budget</u>	<u>Actual (50%)</u>	<u>% Actual to Adjusted Budget</u>	<u>Prior Year Actual 2/28/14</u>	<u>% of 8/31/14 Actual</u>
REVENUES:					
Credit Tuition	<u>\$ 1,800,000</u>	<u>\$ 1,433,621</u>	<u>79.65</u>	<u>\$ 1,378,998</u>	<u>83.97</u>
Total	<u>1,800,000</u>	<u>1,433,621</u>	<u>79.65</u>	<u>1,378,998</u>	<u>83.97</u>
EXPENDITURES:					
Scholarships and Fellowships	<u>1,800,000</u>	<u>1,415,789</u>	<u>78.65</u>	<u>1,155,518</u>	<u>96.80</u>
Total	<u>1,800,000</u>	<u>1,415,789</u>	<u>78.65</u>	<u>1,155,518</u>	<u>96.80</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ 17,832</u>		<u>\$ 223,480</u>	

San Jacinto Community College District  
Statement of Revenues, Expenditures and Changes In Net Position  
For the Six Months Ended February 28, 2015

28 Private Gifts and Donations

	<u>Adjusted Budget</u>	<u>Actual (50%)</u>	<u>% Actual to Adjusted Budget</u>	<u>Prior Year Actual 2/28/14</u>	<u>% of 8/31/14 Actual</u>
REVENUES:					
Sales & Service	\$ -	\$ 44,856	-	\$ 56,247	47.58
Total	-	44,856	-	56,247	47.58
EXPENDITURES:					
Instruction	-	10,747	-	7,112	-
Total	-	10,747	-	7,112	-
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ 34,109</u>		<u>\$ 49,135</u>	



San Jacinto Community College District  
Statement of Revenues, Expenditures and Changes In Net Position  
For the Six Months Ended February 28, 2015

Auxiliary Enterprises

	<u>Adjusted Budget</u>	<u>Actual (50%)</u>	<u>% Actual to Adjusted Budget</u>	<u>Prior Year Actual 2/28/14</u>	<u>% of 8/31/14 Actual</u>
REVENUES:					
Sales & Services	\$ -	\$ 24,044	-	\$ 10,917	17.21
Auxiliary Services	<u>4,160,000</u>	<u>2,013,107</u>	<u>48.39</u>	<u>2,361,251</u>	<u>60.47</u>
Total	<u>4,160,000</u>	<u>2,037,151</u>	<u>48.97</u>	<u>2,372,168</u>	<u>59.78</u>
EXPENDITURES:					
Non-Instructional Labor	1,331,034	626,736	47.09	638,784	50.53
Benefits	252,895	162,602	64.30	155,361	48.63
Supplies	937,057	418,788	44.69	555,445	67.34
Travel	278,192	206,164	74.11	171,907	40.25
Contracted Services	395,145	182,399	46.16	196,417	57.25
Capital Outlay	-	-	-	7,811	-
Scholarships and Fellowships	865,437	1,113,410	128.65	1,098,926	64.38
Utilities	<u>100,750</u>	<u>8,320</u>	<u>8.26</u>	<u>409</u>	<u>-</u>
Total	<u>4,160,510</u>	<u>2,718,419</u>	<u>65.34</u>	<u>2,825,060</u>	<u>57.12</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>\$ (510)</u>	<u>\$ (681,268)</u>		<u>\$ (452,892)</u>	

San Jacinto Community College District  
Statement of Revenues, Expenditures and Changes In Net Position  
For the Six Months Ended February 28, 2015

95 Retirement of Indebtedness

	<u>Adjusted Budget</u>	<u>Actual (50%)</u>	<u>% Actual to Adjusted Budget</u>	<u>Prior Year Actual 2/28/14</u>	<u>% of 8/31/14 Actual</u>
<b>REVENUES</b>					
Transfers In	\$ 420,750	\$ 425,642	-	\$ -	-
Investment Income	-	55,162	-	22,857	57.93
Local Taxes - Debt Service	<u>24,967,000</u>	<u>24,392,239</u>	97.70	<u>23,749,627</u>	93.93
Total	<u>25,387,750</u>	<u>24,873,043</u>	<u>-</u>	<u>23,772,484</u>	92.34
<b>EXPENDITURES</b>					
Institutional Support	<u>25,387,750</u>	<u>9,857,460</u>	<u>-</u>	<u>7,832,718</u>	55.43
Total	<u>25,387,750</u>	<u>9,857,460</u>	<u>-</u>	<u>7,832,718</u>	55.43
<b>TRANSFERS AMOUNG FUNDS:</b>					
Transfers In	-	-	-	-	-
Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u><u>\$ -</u></u>	<u><u>\$ 15,015,583</u></u>		<u><u>\$ 15,939,766</u></u>	

San Jacinto Community College District  
Statement of Revenues, Expenditures and Changes In Net Position  
For the Six Months Ended February 28, 2015

97 Investment in Plant

	<u>Adjusted Budget</u>	<u>Actual (50%)</u>	<u>% Actual to Adjusted Budget</u>	<u>Prior Year Actual 2/28/14</u>	<u>% of 8/31/14 Actual</u>
<b>EXPENDITURES</b>					
Depreciation	\$ 15,587,244	\$ 7,918,402	-	\$ 7,531,825	46.82
Capital Purchases	-	(1,671,565)	-	(873,908)	30.18
Total	-	6,246,837	-	6,657,917	50.47
Net Increase (Decrease) in Net Position	<u>\$ 15,587,244</u>	<u>\$ (6,246,837)</u>		<u>\$ (6,657,917)</u>	

# Capital Improvement Program

San Jacinto Community College District  
Statement of Revenues, Expenditures and Changes In Net Position  
For the Six Months Ended February 28, 2015

91 Capital Projects	<u>Adjusted Budget</u>	<u>Actual (50%)</u>	<u>Prior Year Actual 2/28/14</u>
REVENUES:			
Investment Income	\$ -	\$ (770)	5,859
Total	<u>-</u>	<u>(770)</u>	<u>5,859</u>
EXPENDITURES:			
2008 Bond Program	<u>-</u>	<u>8,537,854</u>	<u>8,082,176</u>
Total	<u>-</u>	<u>8,537,854</u>	<u>8,082,176</u>
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ (8,538,624)</u>	<u>\$ (8,076,317)</u>



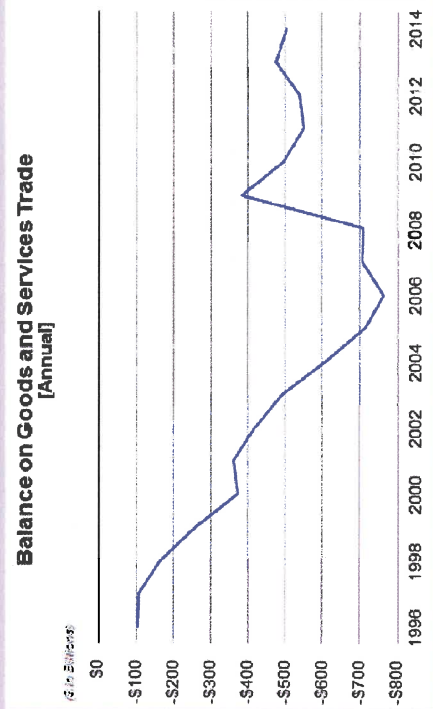
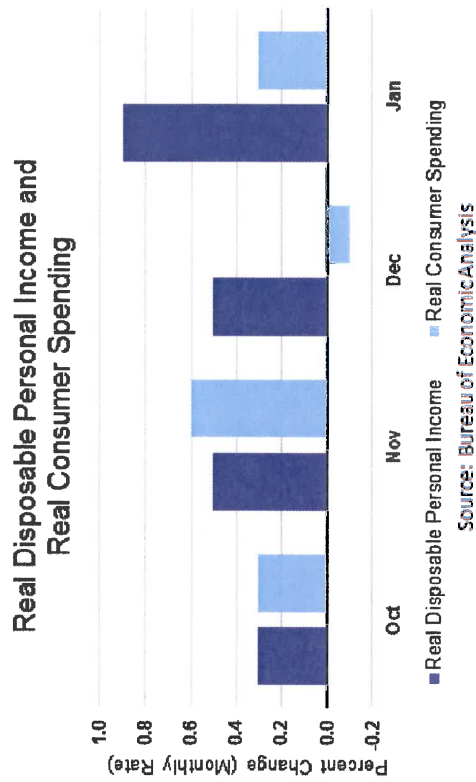
## Monthly Investment Report

February 28, 2015



# Two Steps Forward -- One Step Back

- There is a very uneasy balance between the slow but continuing growth in the U.S. and the rest of the world. China is still cutting rates and most central banks seem to be racing each other to the bottom in low rates to support their economies and currency.
- The whole picture makes for an uneasy balance even in the States as we claw forward. Unemployment rates are low and have even passed the Fed target, but confidence continues to be a little wobbly and there has been no wage pressure with the improving rate.
- Oil prices have buoyed the consumer and as a result there is some increase in consumer spending. The oil prices have helped consumers but have also hurt companies with higher cost ratios and the banks which loaned them start up funds.
- But with the dollar strong, global trade is restricted for our products. Some fault has to lie with the West Coast port strike but the purchasing managers are seeing general weakness in manufacturing beyond the supply chain interruptions.
- The higher income from jobs and the stable prices should boost consumption and spur manufacturing but price inflation refuses to rise.



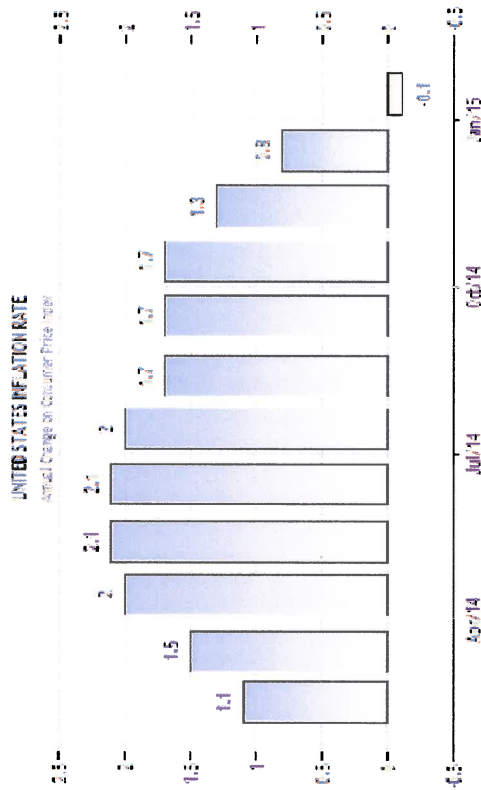
# Inflation Isn't a Bad Word

- Although we have a natural aversion to inflation in economic terms, it is necessary. Without inflation people expect to always see lower prices *tomorrow* so they delay buying. This becomes a spiral and soon there is no spending, hence no manufacturing and onward to loss of jobs.

- Right now we have dis-inflation and need to move the economy to creating some inflation so that we do not fall into deflation. Deflation is extremely hard to counter as Japan has found out the last decade.

- The needed growth in wage pressure, confidence and spending should promote inflation from increased consumer demand. The Fed wants to see 2% inflation before they begin to raise rates.

- Some increase in manufacturing activity hints at some increased demand and as demand rises, so will prices, which demands more manufacturing and will create new jobs.

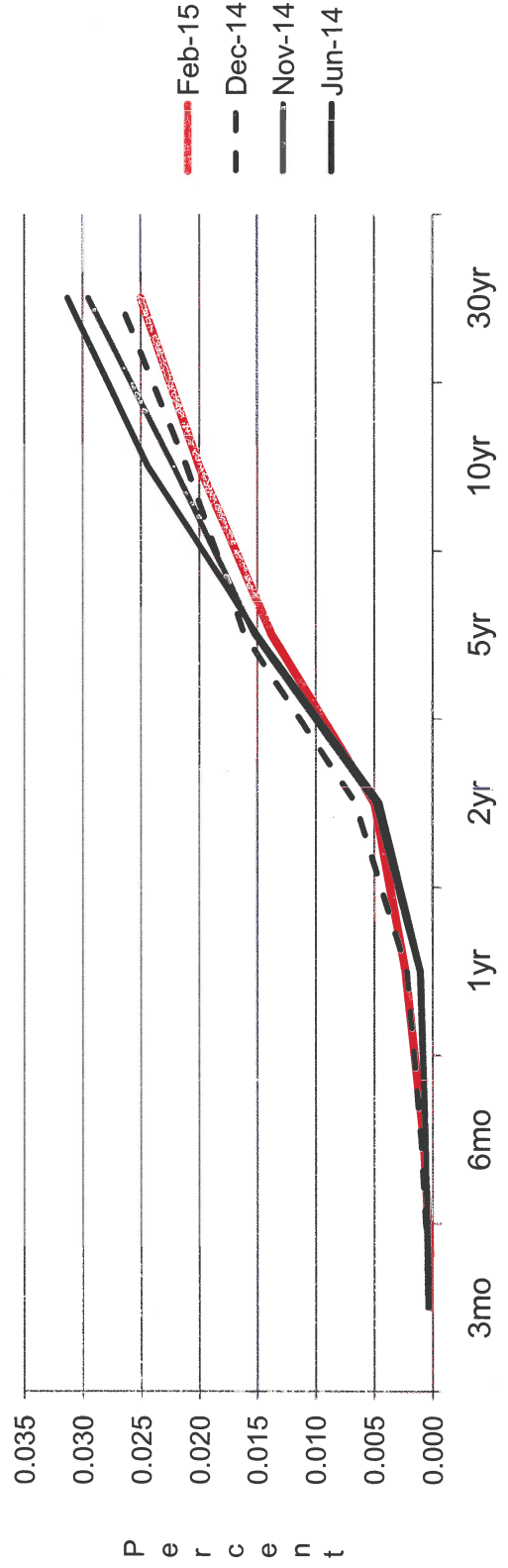


SOURCE: WWW.FRED.STL.BANQUEFRANCE.COM U.S. BUREAU OF LABOR STATISTICS



# Rates Drop with Oil

- Rates have moved down across the board moving with dollar strength and the drop in oil prices.
- The Federal Reserve has not hiked rates since 2006 and they appear in no hurry to do so now. Wall Street economists show a more-than-normal lack of consensus on when the Fed will be able to act. Bets remain weighted towards this summer of 2015 but balanced variables will continue to haunt the Committee.
- With the oil price staying in the \$50 trading range, companies' earnings' reports for 4Q had many fleeing the stock markets. Central banks are lowering their rates making US rates – with their better credit – again very attractive. Investors continue to pile back into the US Treasuries and agencies taking yields down.
- New bank regulations starting to take effect in 2015, along with serious worries from small oil company failures and loan defaults, will continue to weigh down the banks who still continue to build their balance sheets and shun new deposits and investments.

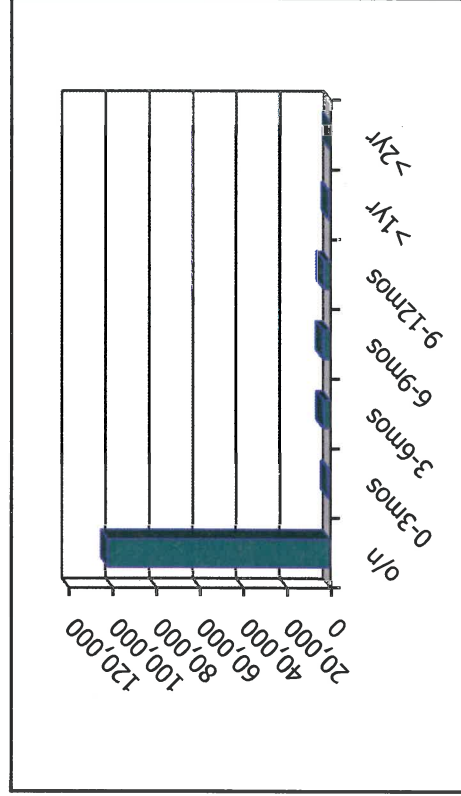
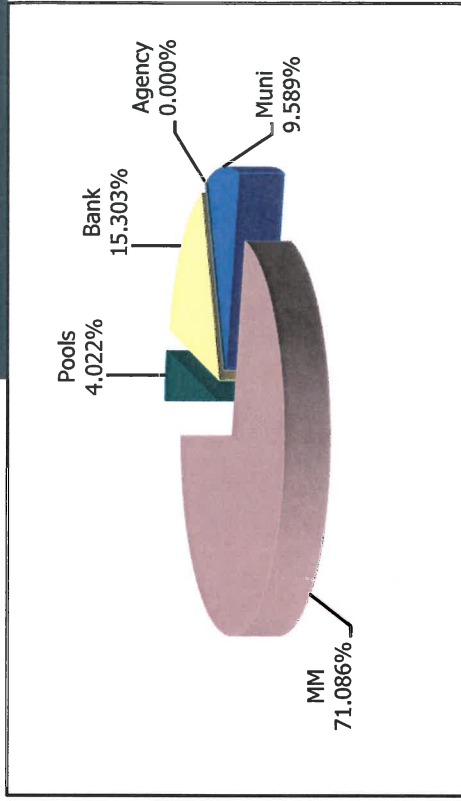


End of Month Rates - Full Yield Curve - Fed Funds to 30yr

# General Portfolio San Jacinto College

As of February 28, 2015

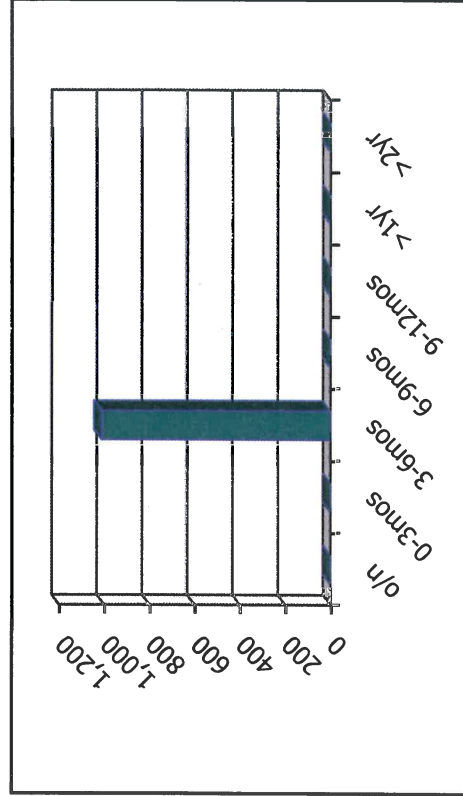
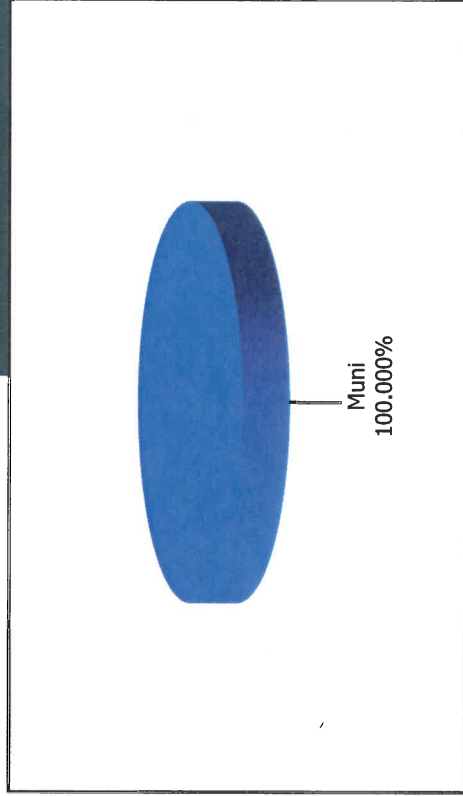
- P&A constantly reviews your portfolio for optimal asset allocation and a controlled average maturity because a diversified portfolio can better adjust to volatile market conditions.
- The extremely low short-term rates make diversification difficult and they are reasonably expected to continue now at least through 2015. Longer term rates have moved lower and do not provide reward for extension risks.
- Banks remain *uninterested* in new deposits and although state and local bonds continue to add value they have been discovered and are declining in yields.
- Portfolios are cash heavy as we struggle to find value with a flat yield curve which provides little value under six months. Going too long has its risks if rates do rise quickly on news.
- The non-cash portion of your portfolio is yielding 0.435%.



# Debt Svc Portfolio San Jacinto College

As of February 28, 2015

- P&A constantly reviews your portfolio for optimal asset allocation and a controlled average maturity because a diversified portfolio can better adjust to volatile market conditions.
- The extremely low short-term rates make diversification difficult and they are reasonably expected to continue now at least through 2015. Longer term rates have moved lower and do not provide reward for extension risks.
- Banks remain *uninterested* in new deposits and although state and local bonds continue to add value they have been discovered and are declining in yields.
- Portfolios are cash heavy as we struggle to find value with a flat yield curve which provides little value under six months. Going too long has its risks if rates do rise quickly on news.
- The non-cash portion of your portfolio is yielding 0.50%.

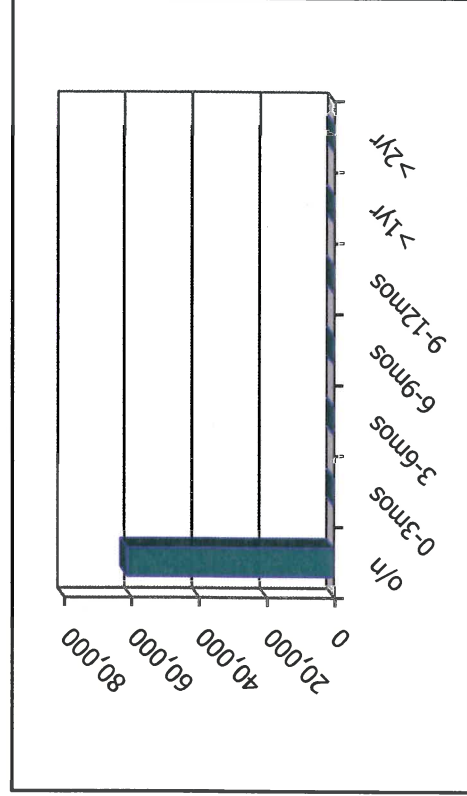
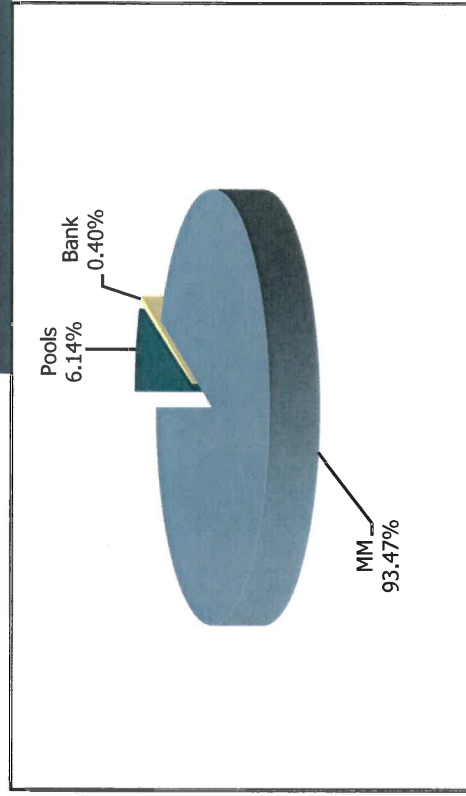


# Bond Portfolio

As of February 28, 2015



- P&A constantly reviews your portfolio for optimal asset allocation and a controlled average maturity because a diversified portfolio can better adjust to volatile market conditions.
- The extremely low short-term rates make diversification difficult and they are reasonably expected to continue now at least through 2015. Longer term rates have moved lower and do not provide reward for extension risks.
- Banks remain *uninterested* in new deposits and although state and local bonds continue to add value they have been discovered and are declining in yields.
- Portfolios are cash heavy as we struggle to find value with a flat yield curve which provides little value under six months. Going too long has its risks if rates do rise quickly on news.






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**San Jacinto Community College  
 Portfolio Management  
 Portfolio Summary  
 February 28, 2015**

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 365 Equiv.
Passbook/Checking Accounts	17,255,051.45	17,255,051.45	17,255,051.45	10.12	1	1	0.000
Municipal Bonds	11,720,000.00	11,827,966.95	11,822,381.85	6.93	691	213	0.441
Investment Pools/Money Markets	141,472,706.62	141,472,706.62	141,472,706.62	82.95	1	1	0.143
<b>Investments</b>	<b>170,447,758.07</b>	<b>170,555,725.02</b>	<b>170,550,139.92</b>	<b>100.00%</b>	<b>49</b>	<b>16</b>	<b>0.149</b>
<b>Total Earnings</b>	<b>February 28</b>	<b>Month Ending</b>	<b>Fiscal Year To Date</b>				
Current Year		20,656.93	140,577.21				

The following reports are submitted in accordance with the Public Funds Investment Act (Texas Gov't Code 2256). The reports also offer supplemental information not required by the Act in order to fully inform the governing body of the San Jacinto Community College/Foundation of the position and activity within the College's and Foundation's portfolio of investments. The reports include a management summary overview, a detailed inventory report for the end of the period, a transaction report, as well as graphic representations of the portfolio to provide full disclosure to the governing body.

  
 Kenneth D. Lynn CPA, Vice Chancellor of Fiscal Affairs  
 3/23/15



**San Jacinto Community College**  
**Summary by Type**  
**February 28, 2015**  
**Grouped by Fund**

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Security Type	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
<b>Fund: Bond Funds</b>						
Investment Pools/Money Markets	7	56,786,428.58	56,786,428.58	33.30	0.190	1
<b>Subtotal</b>	<b>7</b>	<b>56,786,428.58</b>	<b>56,786,428.58</b>	<b>33.30</b>	<b>0.190</b>	<b>1</b>
<b>Fund: Debt Service</b>						
Municipal Bonds	2	1,010,376.76	1,010,376.76	0.59	0.500	167
<b>Subtotal</b>	<b>2</b>	<b>1,010,376.76</b>	<b>1,010,376.76</b>	<b>0.59</b>	<b>0.500</b>	<b>167</b>
<b>Fund: Consolidated Portfolio</b>						
Passbook/Checking Accounts	9	17,255,051.45	17,255,051.45	10.12	0.000	1
Investment Pools/Money Markets	6	84,686,278.04	84,686,278.04	49.65	0.112	1
Municipal Bonds	7	10,720,000.00	10,812,005.09	6.34	0.435	218
<b>Subtotal</b>	<b>22</b>	<b>112,661,329.49</b>	<b>112,753,334.58</b>	<b>66.11</b>	<b>0.126</b>	<b>22</b>
<b>Total and Average</b>	<b>31</b>	<b>170,447,758.07</b>	<b>170,550,139.92</b>	<b>100.00</b>	<b>0.149</b>	<b>16</b>



**San Jacinto Community College  
Fund BOND - Bond Funds  
Investments by Fund  
February 28, 2015**

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CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
<b>Investment Pools/Money Markets</b>											
708340211	10064	JPM - Debt Service	12/05/2007	226,542.27	226,542.27	226,542.27	0.030	0.029	0.030		1
XXX794	10228	East West ICS 08 Bond Proceeds	09/09/2014	39,941,835.74	39,941,835.74	39,941,835.74	0.200	0.197	0.200		1
XXX844	10229	East West ICS Debt Service	09/09/2014	13,003,425.43	13,003,425.43	13,003,425.43	0.200	0.197	0.200		1
86-72000794	10231	East West MM 08 Bond Proceeds	09/09/2014	64,328.54	64,328.54	64,328.54	0.200	0.197	0.200		1
86-72000844	10232	East West MM Debt Service	09/09/2014	65,920.79	65,920.79	65,920.79	0.200	0.197	0.200		1
999999999	10084	LSIP GOF - 2008 Bond Proceeds	10/03/2008	3,480,209.95	3,480,209.95	3,480,209.95	0.040	0.039	0.040		1
999999916	10106	LSIP GOF - Debt Service	07/30/2009	4,165.86	4,165.86	4,165.86	0.040	0.039	0.040		1
<b>Subtotal and Average</b>				<b>56,786,428.58</b>	<b>56,786,428.58</b>	<b>56,786,428.58</b>		<b>0.187</b>	<b>0.190</b>		<b>1</b>
<b>Total Investments and Average</b>				<b>56,786,428.58</b>	<b>56,786,428.58</b>	<b>56,786,428.58</b>		<b>0.187</b>	<b>0.190</b>		<b>1</b>



**Fund DS - Debt Service  
Investments by Fund  
February 28, 2015**

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
<b>Municipal Bonds</b>											
150462GY9	10215	Cedar Park TX Utility Rev	05/01/2013	499,999.00	500,000.00	499,700.00	0.580	0.572	0.580	08/15/2015	167
9151377J6	10219	University of Texas	08/29/2013	510,377.76	500,000.00	510,950.00	5.000	0.414	0.420	08/15/2015	167
		<b>Subtotal and Average</b>		<b>1,010,376.76</b>	<b>1,000,000.00</b>	<b>1,010,650.00</b>		<b>0.493</b>	<b>0.500</b>		<b>167</b>
		<b>Total Investments and Average</b>		<b>1,010,376.76</b>	<b>1,000,000.00</b>	<b>1,010,650.00</b>		<b>0.493</b>	<b>0.500</b>		<b>167</b>



**Fund GEN - Consolidated Portfolio**  
**Investments by Fund**  
**February 28, 2015**

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
<b>Passbook/Checking Accounts</b>											
1390012195A	10164	Bank of America - Operating	09/01/2014	24,889.42	24,889.42	24,889.42					1
9999999914	10089	Credit Cards - In Transit	09/01/2014	31,784.31	31,784.31	31,784.31					1
708340062	10086	Disbursements	09/01/2014	-692,632.02	-692,632.02	-692,632.02					1
707759296	10069	JPM - Federal Programs	09/01/2014	0.00	0.00	0.00					1
707759338	10062	JPM - Operating	09/01/2014	17,917,474.87	17,917,474.87	17,917,474.87					1
707759346	10085	Payroll Fund	09/01/2014	-41,612.53	-41,612.53	-41,612.53					1
9999999913	10088	Petty Cash	09/01/2014	18,725.00	18,725.00	18,725.00					1
707759353	10181	Student Deferred Income	09/01/2014	0.00	0.00	0.00					1
707759361	10103	JPM - Workmen's Comp	09/01/2014	-3,577.60	-3,577.60	-3,577.60					1
				<b>Subtotal and Average</b>	<b>17,255,051.45</b>	<b>17,255,051.45</b>		<b>0.000</b>	<b>0.000</b>		<b>1</b>
<b>Municipal Bonds</b>											
248866WC5	10218	Denton TX	06/04/2013	1,826,950.03	1,770,000.00	1,831,719.90	4.000	0.591	0.599	02/15/2016	351
269696CG3	10214	Eagle Mountain & Saginaw TX	05/02/2013	657,268.35	660,000.00	657,076.20		0.907	0.920	08/15/2015	167
442331YP3	10216	Houston TX	05/16/2013	625,000.00	625,000.00	624,481.25	0.787	0.776	0.787	03/01/2016	366
66702RKG2	10225	Northside TX ISD	05/22/2014	2,454,146.69	2,435,000.00	2,453,798.20	2.000	0.265	0.269	08/15/2015	167
796311CJ5	10217	San Antonio TX Drain Utility	05/16/2013	1,022,541.54	1,000,000.00	1,025,120.00	3.000	0.513	0.520	02/01/2016	337
88278PQZ0	10205	Texas State University System	02/12/2013	930,553.48	930,000.00	930,632.40	2.000	0.454	0.460	03/15/2015	14
882555VL6	10224	Texas Muni Power Auth	05/13/2014	3,295,545.00	3,300,000.00	3,294,489.00		0.266	0.270	09/01/2015	184
				<b>Subtotal and Average</b>	<b>10,812,005.09</b>	<b>10,817,316.95</b>		<b>0.429</b>	<b>0.435</b>		<b>217</b>
<b>Investment Pools/Money Markets</b>											
XXX810	10227	East West ICS	09/09/2014	39,937,834.63	39,937,834.63	39,937,834.63	0.200	0.197	0.200		1
86-7200810	10230	East West MM	09/09/2014	100,094.83	100,094.83	100,094.83	0.200	0.197	0.200		1
999999993	10034	LSIP GOF - Operating	09/01/2007	1,043.30	1,043.30	1,043.30	0.040	0.039	0.040		1
707759320	10035	JPM - Money Market	09/01/2007	40,000,716.68	40,000,716.68	40,000,716.68	0.030	0.029	0.030		1
999999996	10038	TCB - Money Market	09/26/2007	112,981.97	112,981.97	112,981.97	0.350	0.345	0.350		1
999999991	10032	TexPool	09/01/2007	4,533,606.63	4,533,606.63	4,533,606.63	0.044	0.043	0.044		1
				<b>Subtotal and Average</b>	<b>84,686,278.04</b>	<b>84,686,278.04</b>		<b>0.110</b>	<b>0.112</b>		<b>1</b>
				<b>Total Investments and Average</b>	<b>112,753,334.58</b>	<b>112,758,646.44</b>		<b>0.124</b>	<b>0.126</b>		<b>21</b>



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**San Jacinto Community College  
Cash Reconciliation Report  
For the Period February 1, 2015 - February 28, 2015  
Grouped by Fund**

Trans. Date	Investment #	Fund	Trans. Type	Security ID	Par Value	Security Description	Maturity Date	Purchases	Interest	Redemptions	Cash
<b>Debt Service</b>											
02/15/2015	10215	DS	Interest	150462GY9	500,000.00	CPTXUR 0.5M 0.58% Mat.	08/15/2015	0.00	1,450.00	0.00	1,450.00
02/15/2015	10219	DS	Interest	9151377J6	500,000.00	UNIVTX 0.5M 5.00% Mat.	08/15/2015	0.00	12,500.00	0.00	12,500.00
							<b>Subtotal</b>	<b>0.00</b>	<b>13,950.00</b>	<b>0.00</b>	<b>13,950.00</b>
<b>Consolidated Portfolio</b>											
02/01/2015	10217	GEN	Interest	796311CJ5	1,000,000.00	SATXU 1.0M 3.00% Mat. 02/01/201602/01/2016		0.00	15,000.00	0.00	15,000.00
02/15/2015	10204	GEN	Interest	388622U67	1,325,000.00	GRTX 1.3M 4.00% Mat. 02/15/2015	02/15/2015	0.00	26,500.00	0.00	26,500.00
02/15/2015	10206	GEN	Interest	442403GP0	2,000,000.00	HTXISD 2.0M 3.00% Mat.	02/15/2015	0.00	30,000.00	0.00	30,000.00
02/15/2015	10207	GEN	Interest	442403HL8	1,000,000.00	HTXISD 1.0M 3.00% Mat.	02/15/2015	0.00	15,000.00	0.00	15,000.00
02/15/2015	10208	GEN	Interest	7023333J2	650,000.00	PTXISD 0.7M 5.00% Mat.	02/15/2015	0.00	16,250.00	0.00	16,250.00
02/15/2015	10209	GEN	Interest	445047BG7	500,000.00	HUTXSD 0.5M 1.50% Mat.	02/15/2015	0.00	3,750.00	0.00	3,750.00
02/15/2015	10212	GEN	Interest	763227KC8	535,000.00	RTXCOP 0.5M 1.50% Mat.	02/15/2015	0.00	4,012.50	0.00	4,012.50
02/15/2015	10213	GEN	Interest	3587756W9	815,000.00	FTX 0.8M 3.00% Mat. 02/15/2015	02/15/2015	0.00	12,225.00	0.00	12,225.00
02/15/2015	10218	GEN	Interest	248866WC5	1,770,000.00	DENTX 1.8M 4.00% Mat. 02/15/201602/15/2016		0.00	35,400.00	0.00	35,400.00
02/15/2015	10225	GEN	Interest	66702RGK2	2,435,000.00	NORTH 2.4M 2.00% Mat.	08/15/2015	0.00	35,578.06	0.00	35,578.06
02/15/2015	10204	GEN	Maturity	388622U67	1,325,000.00	GRTX 1.3M 4.00% Mat. 02/15/2015	02/15/2015	0.00	0.00	1,325,000.00	1,325,000.00
02/15/2015	10206	GEN	Maturity	442403GP0	2,000,000.00	HTXISD 2.0M 3.00% Mat.	02/15/2015	0.00	0.00	2,000,000.00	2,000,000.00
02/15/2015	10207	GEN	Maturity	442403HL8	1,000,000.00	HTXISD 1.0M 3.00% Mat.	02/15/2015	0.00	0.00	1,000,000.00	1,000,000.00
02/15/2015	10208	GEN	Maturity	7023333J2	650,000.00	PTXISD 0.7M 5.00% Mat.	02/15/2015	0.00	0.00	650,000.00	650,000.00
02/15/2015	10209	GEN	Maturity	445047BG7	500,000.00	HUTXSD 0.5M 1.50% Mat.	02/15/2015	0.00	0.00	500,000.00	500,000.00
02/15/2015	10212	GEN	Maturity	763227KC8	535,000.00	RTXCOP 0.5M 1.50% Mat.	02/15/2015	0.00	0.00	535,000.00	535,000.00
02/15/2015	10213	GEN	Maturity	3587756W9	815,000.00	FTX 0.8M 3.00% Mat. 02/15/2015	02/15/2015	0.00	0.00	815,000.00	815,000.00
							<b>Subtotal</b>	<b>0.00</b>	<b>193,715.56</b>	<b>6,825,000.00</b>	<b>7,018,715.56</b>
							<b>Total</b>	<b>0.00</b>	<b>207,665.56</b>	<b>6,825,000.00</b>	<b>7,032,665.56</b>



**San Jacinto Community College  
Maturity Report**

Patterson & Associates  
901 S. MoPac  
Suite 195  
Austin, TX 78746

**Sorted by Maturity Date**  
Amount's due during February 1, 2015 - February 28, 2015

CUSIP	Investment #	Fund	Sec. Type	Issuer	Par Value	Maturity Date	Purchase Date	Rate at Maturity	Book Value at Maturity	Interest	Maturity Proceeds	Net Income
3587756W9	10213	GEN	MC1	FTX	815,000.00	02/15/2015	05/22/2013	3.000	815,000.00	12,225.00	827,225.00	12,225.00
388622U67	10204	GEN	MC1	GRTX	1,325,000.00	02/15/2015	02/01/2013	4.000	1,325,000.00	26,500.00	1,351,500.00	26,500.00
442403GP0	10206	GEN	MC1	HTXSD	2,000,000.00	02/15/2015	02/14/2013	3.000	2,000,000.00	30,000.00	2,030,000.00	30,000.00
442403HL8	10207	GEN	MC1	HTXSD	1,000,000.00	02/15/2015	02/14/2013	3.000	1,000,000.00	15,000.00	1,015,000.00	15,000.00
445047BG7	10209	GEN	MC1	HUTXSD	500,000.00	02/15/2015	04/03/2013	1.500	500,000.00	3,750.00	503,750.00	3,750.00
7023333J2	10208	GEN	MC1	PTXSD	650,000.00	02/15/2015	03/25/2013	5.000	650,000.00	16,250.00	666,250.00	16,250.00
763227KC8	10212	GEN	MC1	RTXCOP	535,000.00	02/15/2015	04/25/2013	1.500	535,000.00	4,012.50	539,012.50	4,012.50
<b>Total Maturities</b>										<b>107,737.50</b>	<b>6,332,737.50</b>	<b>107,737.50</b>



Patterson & Associates  
 901 S. MoPac  
 Suite 195  
 Austin, TX 78746

**San Jacinto Community College**  
**Interest Earnings**  
**Sorted by Fund - Fund**  
**February 1, 2015 - February 28, 2015**  
**Yield on Average Book Value**

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Annualized Rate	Annualized Yield	Adjusted Interest Earnings		
										Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
<b>Fund: Bond Funds</b>												
708340211	10064	BOND	RRP	226,542.27	2,258,244.37	2,113,122.79		0.030	0.041	66.74	0.00	66.74
999999999	10084	BOND	RRP	3,480,209.95	253,250.57	4,218,241.02		0.040	0.045	146.35	0.00	146.35
999999999	10106	BOND	RRP	4,165.86	4,009.72	4,160.16		0.040	0.044	0.14	0.00	0.14
XXX794	10228	BOND	RRP	39,941,835.74	44,935,681.41	40,114,692.43		0.200	0.200	6,154.33	0.00	6,154.33
XXX844	10229	BOND	RRP	13,003,425.43	13,701,772.35	10,776,890.43		0.200	0.200	1,653.08	0.00	1,653.08
86-72000794	10231	BOND	RRP	64,328.54	71,962.91	64,865.32		0.200	0.200	9.95	0.00	9.95
86-72000844	10232	BOND	RRP	65,920.79	58,239.04	243,911.08		0.200	0.200	37.43	0.00	37.43
			<b>Subtotal</b>	<b>56,786,428.58</b>	<b>61,283,160.37</b>	<b>57,535,883.24</b>			<b>0.183</b>	<b>8,068.02</b>	<b>0.00</b>	<b>8,068.02</b>
<b>Fund: Debt Service</b>												
150462GY9	10215	DS	MC1	500,000.00	499,998.82	499,998.91	08/15/2015	0.580	0.631	241.67	0.18	241.85
9151377J6	10219	DS	MC1	500,000.00	512,276.13	511,354.07	08/15/2015	5.000	0.472	2,083.33	-1,898.37	184.96
			<b>Subtotal</b>	<b>1,000,000.00</b>	<b>1,012,274.95</b>	<b>1,011,352.98</b>			<b>0.550</b>	<b>2,325.00</b>	<b>-1,898.19</b>	<b>426.81</b>
<b>Fund: Consolidated Portfolio</b>												
999999991	10032	GEN	RRP	4,533,606.63	183,965.68	5,742,942.80		0.044	0.045	196.27	0.00	196.27
999999996	10038	GEN	RRP	112,981.97	112,951.65	112,953.82		0.350	0.350	30.32	0.00	30.32
707759320	10035	GEN	RRP	40,000,716.68	21,000,286.19	22,357,459.80		0.030	0.042	716.68	0.00	716.68
999999993	10034	GEN	RRP	1,043.30	1,043.26	1,043.26		0.040	0.050	0.04	0.00	0.04
388622U67	10204	GEN	MC1	930,000.00	1,326,845.40	662,928.40	02/15/2015	4.000	0.424	2,061.11	-1,845.40	215.71
88278FQZ0	10205	GEN	MC1	930,000.00	931,739.51	931,163.44	03/15/2015	2.000	0.510	1,550.00	-1,186.03	363.97
442403GP0	10206	GEN	MC1	0.00	2,002,027.96	1,000,470.78	02/15/2015	3.000	0.398	2,333.34	-2,027.96	305.38
442403HL8	10207	GEN	MC1	0.00	1,000,973.98	500,226.10	02/15/2015	3.000	0.502	1,166.66	-973.98	192.68
7023333J2	10208	GEN	MC1	0.00	651,157.17	325,268.63	02/15/2015	5.000	0.428	1,263.89	-1,157.17	106.72
445047BG7	10209	GEN	MC1	0.00	500,212.81	250,049.40	02/15/2015	1.500	0.411	291.67	-212.81	78.86
763227KC8	10212	GEN	MC1	0.00	535,227.70	267,552.86	02/15/2015	1.500	0.411	312.08	-227.70	84.38
3587756W9	10213	GEN	MC1	0.00	815,813.72	407,688.90	02/15/2015	3.000	0.438	950.83	-813.72	137.11
269696CG3	10214	GEN	MC1	660,000.00	656,768.66	657,011.37	08/15/2015	0.991	0.991	0.00	499.69	499.69
442331YP3	10216	GEN	MC1	625,000.00	625,000.00	625,000.00	03/01/2016	0.787	0.855	409.90	0.00	409.90

Portfolio SJCC  
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 Report Ver. 7.3.5

San Jacinto Community College  
Interest Earnings  
February 1, 2015 - February 28, 2015

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Rate	Annualized Yield	Adjusted Interest Earnings		
										Interest Earned	Amortization/ Accretion	
<b>Fund: Consolidated Portfolio</b>												
796311CJ5	10217	GEN	MC1	1,000,000.00	1,024,590.77	1,023,595.43	02/01/2016	3.000	0.574	2,500.00	-2,049.23	450.77
248866WC5	10218	GEN	MC1	1,770,000.00	1,831,916.61	1,829,504.27	02/15/2016	4.000	0.665	5,900.00	-4,966.58	933.42
882555VL6	10224	GEN	MC1	3,300,000.00	3,294,802.50	3,295,163.14	09/01/2015		0.294	0.00	742.50	742.50
66702RCK2	10225	GEN	MC1	2,435,000.00	2,457,649.13	2,455,947.94	08/15/2015	2.000	0.295	4,058.33	-3,502.44	555.89
XXX810	10227	GEN	RRP	39,937,834.63	39,931,708.17	39,932,145.77		0.200	0.200	6,126.46	0.00	6,126.46
86-7200810	10230	GEN	RRP	100,094.83	100,079.48	100,080.58		0.200	0.200	15.35	0.00	15.35
<b>Subtotal</b>				<b>95,406,278.04</b>	<b>78,984,760.35</b>	<b>82,478,196.68</b>			<b>0.192</b>	<b>29,882.93</b>	<b>-17,720.83</b>	<b>12,162.10</b>
<b>Total</b>				<b>153,192,706.62</b>	<b>141,280,195.67</b>	<b>141,025,432.90</b>			<b>0.191</b>	<b>40,275.95</b>	<b>-19,619.02</b>	<b>20,656.93</b>



**San Jacinto Community College  
Amortization Schedule  
February 1, 2015 - February 28, 2015  
Sorted By Fund - Fund**

Patterson & Associates  
901 S. MoPac  
Suite 195  
Austin, TX 78746

Investment #	Fund	Maturity Date	Beginning Par Value	Purchase Principal	Original Premium or Discount	Ending Book Value	Amounts Amortized And Unamortized As of 02/01/2015	Amount Amortized This Period	Amt Amortized Through 02/28/2015	Amount Unamortized Through 02/28/2015
<b>Debt Service</b>										
10215	DS	08/15/2015	500,000.00	499,995.00	-5.00	499,999.00	3.82	0.18	4.00	-1.00
	Cedar Park TX Utility Rev		0.580				-1.18			
10219	DS	08/15/2015	500,000.00	544,675.00	44,675.00	510,377.76	-32,398.87	-1,898.37	-34,297.24	10,377.76
	University of Texas		5,000				12,276.13			
	<b>Subtotal</b>			<b>1,044,670.00</b>	<b>44,670.00</b>	<b>1,010,376.76</b>	<b>-32,395.05</b>	<b>-1,898.19</b>	<b>-34,293.24</b>	<b>10,376.76</b>
							<b>12,274.95</b>			
<b>Consolidated Portfolio</b>										
10218	GEN	02/15/2016	1,770,000.00	1,930,751.40	160,751.40	1,826,950.03	-98,834.79	-4,966.58	-103,801.37	56,950.03
	Denton TX		4,000				61,916.61			
10214	GEN	08/15/2015	660,000.00	646,291.80	-13,708.20	657,268.35	10,476.86	499.69	10,976.55	-2,731.65
	Eagle Mountain & Saginaw TX						-3,231.34			
10213	GEN	02/15/2015	815,000.00	851,210.45	36,210.45	0.00	-35,396.73	-813.72	-36,210.45	0.00
	Frisco TX		3,000				813.72			
10204	GEN	02/15/2015	1,325,000.00	1,421,751.50	96,751.50	0.00	-94,906.10	-1,845.40	-96,751.50	0.00
	City of Grapevine TX		4,000				1,845.40			
10206	GEN	02/15/2015	2,000,000.00	2,104,440.00	104,440.00	0.00	-102,412.04	-2,027.96	-104,440.00	0.00
	Houston TX ISD		3,000				2,027.96			
10207	GEN	02/15/2015	1,000,000.00	1,050,160.00	50,160.00	0.00	-49,186.02	-973.98	-50,160.00	0.00
	Houston TX ISD		3,000				973.98			
10209	GEN	02/15/2015	500,000.00	510,215.00	10,215.00	0.00	-10,002.19	-212.81	-10,215.00	0.00
	Humble TX ISD		1,500				212.81			
10225	GEN	08/15/2015	2,435,000.00	2,486,719.40	51,719.40	2,454,146.69	-29,070.27	-3,502.44	-32,572.71	19,146.69
	Northside TX ISD		2,000				22,649.13			
10208	GEN	02/15/2015	650,000.00	706,205.50	56,205.50	0.00	-55,048.33	-1,157.17	-56,205.50	0.00
	Pasadena TX ISD		5,000				1,157.17			
10212	GEN	02/15/2015	535,000.00	545,571.60	10,571.60	0.00	-10,343.90	-227.70	-10,571.60	0.00
	Richardson TX COP		1,500				227.70			
10217	GEN	02/01/2016	1,000,000.00	1,066,600.00	66,600.00	1,022,541.54	-42,009.23	-2,049.23	-44,058.46	22,541.54
	San Antonio TX Drain Utility		3,000				24,590.77			
10205	GEN	03/15/2015	930,000.00	959,769.30	29,769.30	930,553.48	-28,029.79	-1,186.03	-29,215.82	553.48
	Texas State University System		2,000				1,739.51			
10224	GEN	09/01/2015	3,300,000.00	3,288,417.00	-11,583.00	3,295,545.00	6,385.50	742.50	7,128.00	-4,455.00
	Texas Muni Power Auth						-5,197.50			

Portfolio SJCC  
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Report Ver. 7.3.5

San Jacinto Community College  
Amortization Schedule  
February 1, 2015 - February 28, 2015

Investment #	Fund	Maturity Date	Beginning Par Value	Current Rate	Purchase Principal	Original Premium or Discount	Ending Book Value	Amounts Amortized And Unamortized As of 02/01/2015	Amount Amortized This Period	Amt Amortized Through 02/28/2015	Amount Unamortized Through 02/28/2015
			Subtotal		17,568,102.95	648,102.95	10,187,005.09	-538,377.03 109,725.92	-17,720.83	-556,097.86	92,005.09
			Total		18,612,772.95	692,772.95	11,197,381.85	-570,772.08 122,000.87	-19,619.02	-590,391.10	102,381.85



**San Jacinto Community College  
Projected Cashflow Report  
Sorted by Monthly**

**For the Period March 1, 2015 - September 30, 2015**

Patterson & Associates  
901 S. MoPac  
Suite 195  
Austin, TX 78746

Projected Trans. Date	Investment #	Fund	Security ID	Transaction Type	Issuer	Par Value	Original Cost	Principal	Interest	Total
<b>March 2015</b>										
03/01/2015	10216	GEN	442331YP3	Interest	Houston TX	0.00	0.00	0.00	2,459.38	2,459.38
03/15/2015	10205	GEN	88278PQZ0	Maturity	Texas State University System	930,000.00	959,769.30	930,000.00	9,300.00	939,300.00
					<b>Total for March 2015</b>	<b>930,000.00</b>	<b>959,769.30</b>	<b>930,000.00</b>	<b>11,759.38</b>	<b>941,759.38</b>
<b>May 2015</b>										
05/02/2015	10214	GEN	269696CG3	Interest	Eagle Mountain & Saginaw TX	0.00	0.00	0.00	0.00	0.00
					<b>Total for May 2015</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>June 2015</b>										
06/29/2015	10224	GEN	882555VL6	Interest	Texas Muni Power Auth	0.00	0.00	0.00	0.00	0.00
					<b>Total for June 2015</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>August 2015</b>										
08/01/2015	10217	GEN	796311CJ5	Interest	San Antonio TX Drain Utility	0.00	0.00	0.00	15,000.00	15,000.00
08/15/2015	10214	GEN	269696CG3	Maturity	Eagle Mountain & Saginaw TX	660,000.00	646,291.80	660,000.00	0.00	660,000.00
08/15/2015	10215	DS	150462GY9	Maturity	Cedar Park TX Utility Rev	500,000.00	499,995.00	500,000.00	1,450.00	501,450.00
08/15/2015	10218	GEN	248866WC5	Interest	Denison TX	0.00	0.00	0.00	35,400.00	35,400.00
08/15/2015	10219	DS	9151377J6	Maturity	University of Texas	500,000.00	544,675.00	500,000.00	12,500.00	512,500.00
08/15/2015	10225	GEN	66702RGGK2	Maturity	Northside TX ISD	2,435,000.00	2,486,719.40	2,435,000.00	24,350.00	2,459,350.00
					<b>Total for August 2015</b>	<b>4,095,000.00</b>	<b>4,177,681.20</b>	<b>4,095,000.00</b>	<b>88,700.00</b>	<b>4,183,700.00</b>
<b>September 2015</b>										
09/01/2015	10216	GEN	442331YP3	Interest	Houston TX	0.00	0.00	0.00	2,459.38	2,459.38
09/01/2015	10224	GEN	882555VL6	Maturity	Texas Muni Power Auth	3,300,000.00	3,288,417.00	3,300,000.00	0.00	3,300,000.00
					<b>Total for September 2015</b>	<b>3,300,000.00</b>	<b>3,288,417.00</b>	<b>3,300,000.00</b>	<b>2,459.38</b>	<b>3,302,459.38</b>
					<b>GRAND TOTALS:</b>	<b>8,325,000.00</b>	<b>8,425,867.50</b>	<b>8,325,000.00</b>	<b>102,918.76</b>	<b>8,427,918.76</b>







## Construction Projects

As of February 28, 2015

Project	Base Budget	Budget Adjustments	Current Budget	Executed Change Orders	Encumbered Funds	Total Expenditures	Moved to Construction in Process	Remaining Balance	Percent of Budget Encumbered/ Expensed
<b>Capital Projects</b>									
F13042 - Admin Campus Master Plan	1,730,000	2,180,818	3,910,818	-	1,011,521	2,793,561	2,793,561	105,735	97.30%
<b>Sub-total</b>	1,730,000	2,180,818	3,910,818	-	1,011,521	2,793,561	2,793,561	105,735	97.30%
<b>Repair and Renovation</b>									
F13029 - CC Financial Aid Renovation	17,120	-	17,120	-	15,058	-	-	2,062	87.95%
F14016 - CC Fuel Station Relocation	51,160	-	51,160	-	-	-	-	51,160	-
F14029 - CC Medical Imaging Equip Install	58,611	62,257	120,868	-	100,135	20,331	-	401	99.67%
F14030 - CC Dual Credit Office C3.257	1,388	-	1,388	-	1,388	-	-	-	100.00%
F14059 - CC Student Devl Reno Wall	14,134	2,500	16,634	-	14,134	-	-	2,501	84.97%
F15013 - CC Parking Lot 34	29,805	-	29,805	-	-	28,305	-	1,500	94.97%
F15015 - CC Facilities Office Furniture	4,565	-	4,565	-	-	4,565	-	-	100.00%
F14006 - NC Expansion Dvlpmnt Invstgtn Ph 2	69,430	(39,447)	29,983	-	29,647	337	-	-	100.00%
F14041 - NC Infrastructure Study 24 Acres	16,310	(12,386)	3,924	-	-	-	-	3,924	-
F15014 - NC Geotech 24 Acre Vocational Building	14,375	-	14,375	-	-	-	-	14,375	-
F15018 - NC Science Learning Park	12,310	-	12,310	-	12,310	-	-	-	100.00%
F15029 - NC Traffic Impact Analysis	14,000	-	14,000	-	14,000	-	-	-	100.00%
F15030 - NC Preconstruction CIT	38,350	-	38,350	-	38,350	-	-	-	100.00%
F15037 - NC CIT Design Phase I	323,883	350,872	674,755	-	674,755	-	-	-	100.00%
F15056 - NC Central Plant Controls Upgrade	30,592	-	30,592	-	30,592	-	-	-	100.00%
F14072 - SC Office Renovation S-8.1001	11,257	(3,752)	7,505	-	-	3,752	-	3,753	50.00%
F15011 - SC Tier 1 Classrooms	12,239	-	12,239	-	12,239	-	-	-	100.00%
F15041 - SC- Tier I Upgrade	11,792	-	11,792	-	9,094	-	-	2,698	77.12%
F15057 - SC Central Plant Controls Upgrade	42,336	-	42,336	-	42,336	-	-	-	100.00%
F13062 - District Generation Park Dev'l Invest	100,843	(90,873)	9,970	-	9,970	-	-	-	100.00%
F14036 - A-1 HVAC Controls and Commissioning	22,130	(13,081)	9,049	-	-	-	-	9,049	-
F15016 - District Facilities Office Furniture A-1.211	4,026	-	4,026	-	3,571	-	-	455	88.70%
F15031 - District Haworth Misc Furniture	7,500	-	7,500	-	-	-	-	7,500	-
F15043 - District FFE Warehousing Storage Misc	5,000	-	5,000	-	917	4,083	-	-	100.00%
CC - Other Projects	10,000	225	10,225	-	2,375	225	-	7,625	25.43%
NC - Other Projects	5,000	460	5,460	-	5	2,229	-	3,226	40.92%
SC - Other Projects	10,531	(5,531)	5,000	-	972	1,771	-	2,257	54.86%
D - Other Projects	5,000	12,672	17,672	-	1,224	3,776	-	12,672	28.29%
<b>Sub-total</b>	943,688	263,916	1,207,603	-	1,013,071	69,374	-	125,158	89.64%
<b>Completed Projects</b>									
F14010 - District Annex Relocation South Campus	80,000	(22,766)	57,234	-	-	57,234	-	-	100.00%
F14039 - SC Athletic Fields FY15	11,154	-	11,154	-	-	11,154	-	-	100.00%
F14042 - NC Land Development 24 Acres	59,500	-	59,500	-	-	59,500	-	-	100.00%
F14043 - NC Welding Expansion Phase II	5,060	(4,463)	597	-	105	492	-	-	100.00%
F14044 - NC Baseball Bldgs Roof Replacement	38,200	(37,725)	475	-	-	475	-	-	100.00%
F14069 - District SJC Building Assessments - Structure/Enve	22,000	1,800	23,800	-	1,800	22,000	-	-	100.00%
F15023 - NC Grounds Improvements	43,596	1,090	44,686	-	-	44,686	-	-	100.00%
F15035 - District Master Plan Support	9,631	-	9,631	-	-	9,631	-	-	100.00%
<b>Sub-total</b>	269,141	(62,064)	207,076	-	1,905	205,171	-	-	100.00%
<b>TOTALS</b>	<b>2,942,829</b>	<b>2,382,669</b>	<b>5,325,496</b>	<b>-</b>	<b>2,026,498</b>	<b>3,068,106</b>	<b>2,793,561</b>	<b>230,893</b>	<b>95.66%</b>

2008 Capital Improvement Program										
As of February 28, 2015										
Project	Base Budget	Budget Adjustments	Current Budget	Executed Change Orders	Encumbered Funds before Allocations	Encumbered Funds	YTD Expenditures Before Allocations	YTD Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
<b>Central</b>										
1908 - CC Science Building	35,752,627	708,381	36,461,008	-	74,503	246,425	35,596,513	35,606,124	608,459	98.33%
1001 - CC Primary Service Retrofit	2,774,950	1,840,452	4,615,402	-	49,359	149,556	4,374,027	4,379,628	86,218	98.13%
1202 - CC Davis Library	8,418,096	105,056	8,523,152	-	99,417	187,150	8,107,699	8,112,603	223,399	97.38%
1203 - CC Anders Gym	10,398,474	(5,409,135)	4,989,339	-	3,250	111,755	463,478	469,543	4,408,041	11.65%
1102 - CC In-Fill	47,572	1,021,095	1,068,667	-	23,364	76,395	798,859	801,824	190,448	82.18%
1109 - CC Maintenance & Police Bldg	3,560,360	2,933,329	6,493,689	-	22,195	22,195	6,033,967	6,033,967	437,527	93.26%
<b>Sub-total</b>	<b>60,952,079</b>	<b>1,199,178</b>	<b>62,151,257</b>	<b>-</b>	<b>272,089</b>	<b>793,476</b>	<b>55,374,543</b>	<b>55,403,689</b>	<b>5,954,092</b>	<b>90.42%</b>
<b>North</b>										
2906 - NC Science & Allied Health	42,240,000	(5,941,191)	36,298,809	-	38,017	38,017	36,223,443	36,223,443	37,349	99.90%
2201 - NC Lehr Library	2,022,600	12,209,506	14,232,106	-	11,006,878	11,054,899	1,108,303	1,110,987	2,066,220	85.48%
2202 - NC Nichols Gym	4,949,996	(3,036,502)	1,913,494	-	-	109,360	261,897	268,010	1,536,123	19.72%
2102 - NC In-Fill	23,086	909,072	932,158	-	68,023	121,298	495,003	497,981	312,879	66.44%
2402 - NC MET Infrastructure N Library	851,510	(750,000)	101,510	-	14,062	14,062	42,188	42,188	45,260	55.41%
<b>Sub-total</b>	<b>50,087,192</b>	<b>3,390,885</b>	<b>53,478,077</b>	<b>-</b>	<b>11,126,980</b>	<b>11,337,637</b>	<b>38,130,834</b>	<b>38,142,610</b>	<b>3,997,831</b>	<b>92.52%</b>
<b>South</b>										
3909 - SC Science & Allied Health	53,868,525	(3,288,016)	50,580,509	-	1,462,070	1,462,070	47,580,969	47,580,969	1,537,469	96.96%
3201 - SC Parker Williams Library	2,449,600	420,066	2,869,666	-	146,811	146,811	2,717,690	2,717,690	5,165	99.82%
3202 - SC Smallwood Gym	6,919,331	(4,570,764)	2,348,567	-	-	105,817	299,080	304,995	1,937,755	17.49%
3102 - SC In-Fill	23,086	1,685,775	1,708,861	-	66,257	119,288	920,329	923,293	666,280	61.01%
3401 - SC Traffic Signal Relocation	75,988	-	75,988	-	28,536	28,536	47,452	47,452	-	100.00%
3402 - SC Water and Electrical Upgrade	29,305	-	29,305	-	6,379	6,379	22,926	22,926	-	100.00%
<b>Sub-total</b>	<b>63,365,835</b>	<b>(5,752,939)</b>	<b>57,612,896</b>	<b>-</b>	<b>1,710,053</b>	<b>1,868,900</b>	<b>51,588,446</b>	<b>51,597,326</b>	<b>4,146,670</b>	<b>92.80%</b>
<b>District</b>										
1828/2814/3817 - D DDC Network	2,190,750	595,291	2,786,041	-	412,837	480,408	2,156,900	2,160,677	144,956	94.80%
6803 - Maritime Training Facility	18,000,000	8,200,000	26,200,000	-	12,652,590	12,916,033	10,863,264	10,877,990	2,405,977	90.82%
Contingency	19,487,901	(18,558,685)	929,216	-	-	-	-	-	929,216	-
<b>Sub-total</b>	<b>39,678,651</b>	<b>(9,763,394)</b>	<b>29,915,257</b>	<b>-</b>	<b>14,287,332</b>	<b>13,396,441</b>	<b>13,088,470</b>	<b>13,038,667</b>	<b>3,480,149</b>	<b>88.37%</b>
<b>Completed Projects</b>										
1301 - CC Building 31 Renovation	-	491,754	491,754	-	-	-	491,753	491,754	-	100.00%
1817 - CC Transportation Center	17,333,267	2,998,752	20,332,019	(137,768)	2,310	-	20,332,020	20,332,020	-	100.00%
1820 - CC Paving & Drainage	10,490,274	(913,895)	9,576,379	(207,575)	-	-	9,576,379	9,576,379	-	100.00%
1821 - CC Allied Health Addition	10,568,880	1,189,925	11,758,805	296,549	3,040	-	11,758,805	11,758,805	-	100.00%
1217 - CC Transportation Center Buildout	-	983,120	983,120	-	-	-	983,120	983,120	-	100.00%
1818 - CC Industrial Tech Buildings	7,758,416	(3,727,679)	4,030,737	-	-	-	4,030,737	4,030,737	-	100.00%
2401 - NC Outdoor Lighting	13,472	-	13,472	-	-	-	13,472	13,472	-	100.00%
2901 - NC Paving & Drainage	3,142,449	(435,395)	2,707,054	(15,714)	-	-	2,707,054	2,707,054	-	100.00%
2903 - NC Student Success Center	11,093,580	801,084	11,894,664	(499,063)	-	-	11,894,664	11,894,664	-	100.00%
3903 - SC Student Success Center	8,220,000	2,074,228	10,294,228	109,650	-	-	10,294,228	10,294,228	-	100.00%
3905/3911 - SC Paving & Drainage	2,747,068	7,889,559	10,636,627	-	-	-	10,636,627	10,636,627	-	100.00%
3908 - SC Primary Service at New Site	809,625	(809,625)	-	-	-	-	-	-	-	-
3906 - SC Mechanical Upgrades	1,252,855	(558,604)	694,251	(19,524)	-	-	694,251	694,251	-	100.00%
3907 - SC MEP Infrastructure	4,381,500	34,658	4,416,158	-	-	-	4,416,158	4,416,158	-	100.00%
6003 - D Graphics	900,000	724,824	1,624,824	-	-	-	1,624,824	1,624,824	-	100.00%
6902 - D Campus Mechanical Upgrades	1,869,857	518,564	2,388,421	(3,767)	-	-	2,388,421	2,388,421	-	100.00%
6007 - D Furniture Consultant	335,000	(335,000)	-	-	-	-	-	-	-	-
<b>Sub-total</b>	<b>80,916,243</b>	<b>10,926,270</b>	<b>91,842,513</b>	<b>(477,212)</b>	<b>5,350</b>	<b>27,396,454</b>	<b>91,842,513</b>	<b>91,842,514</b>	<b>-</b>	<b>100.00%</b>
<b>TOTALS</b>	<b>\$ 295,000,000</b>	<b>\$ -</b>	<b>295,000,000</b>	<b>(477,212)</b>	<b>27,401,804</b>	<b>27,396,454</b>	<b>250,024,805</b>	<b>250,024,805</b>	<b>17,578,741</b>	<b>94.04%</b>

**2008 Bond Program  
Master Schedule**

ID	Task Name	2008			2009				2010				2011				2012				2013				2014				2015				2016				2017			
		Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4				
1	<b>Central Campus</b>	[Blue bar spanning all quarters from 2008 Q2 to 2017 Q4]																																						
2	1820 - Paving & Drainage	[Black bar from 2009 Q1 to 2011 Q4]																																						
8	1817 - Transportation Center	[Black bar from 2008 Q2 to 2012 Q3]																																						
15	1818 - Industrial Technology II	[Black bar from 2010 Q1 to 2013 Q2]																																						
25	1109 - Maintenance/Police	[Black bar from 2011 Q2 to 2014 Q3]																																						
39	1301 - Building 31	[Black bar from 2011 Q2 to 2014 Q3]																																						
53	1821 - Allied Health	[Black bar from 2009 Q1 to 2012 Q3]																																						
67	1908 - Science Building	[Black bar from 2009 Q2 to 2014 Q2]																																						
84	1001 - Primary Service Retrofit	[Black bar from 2010 Q3 to 2015 Q1]																																						
94	1202 - Davis Library	[Black bar from 2011 Q4 to 2015 Q3]																																						
108	1203 - Anders Gym	[Purple bar from 2014 Q4 to 2017 Q4]																																						
122	<b>North Campus</b>	[Green bar spanning all quarters from 2008 Q2 to 2017 Q4]																																						
123	2901 - Pavement & Drainage	[Black bar from 2008 Q2 to 2011 Q1]																																						
129	2903 - Student Success Center	[Black bar from 2009 Q1 to 2012 Q3]																																						
143	2906 - Science & Allied Health	[Black bar from 2009 Q2 to 2013 Q4]																																						
157	2201 - Lehr Library	[Red bar from 2013 Q2 to 2016 Q4]																																						
171	2202 - Nichols Gym	[Purple bar from 2014 Q4 to 2017 Q4]																																						
185	<b>South Campus</b>	[Red bar spanning all quarters from 2009 Q1 to 2017 Q4]																																						
186	3903 - Student Success Center	[Black bar from 2009 Q1 to 2012 Q3]																																						
200	3905 - Paving & Drainage	[Black bar from 2009 Q1 to 2012 Q3]																																						
213	3906 - Mechanical Upgrades	[Black bar from 2009 Q1 to 2011 Q4]																																						
219	3907 - MEP Infrastructure	[Black bar from 2010 Q1 to 2013 Q2]																																						
225	3909 - Science & Allied Health	[Black bar from 2009 Q2 to 2014 Q2]																																						
239	3201 - Parker Williams Library	[Black bar from 2011 Q4 to 2015 Q3]																																						
253	3202 - Smallwood Gym	[Purple bar from 2014 Q4 to 2017 Q4]																																						
267	<b>District</b>	[Yellow bar spanning all quarters from 2008 Q2 to 2016 Q4]																																						
268	Graphics	[Black bar from 2010 Q3 to 2011 Q4]																																						
272	DDC Network	[Black bar from 2009 Q1 to 2014 Q3]																																						
275	6902 - Campus Mechanical Upgrades	[Black bar from 2008 Q2 to 2011 Q4]																																						
281	6803 - Maritime Center	[Red bar from 2013 Q2 to 2016 Q4]																																						

San Jacinto College Foundation  
Statement of Financial Position  
As of February 28 , 2015

ASSETS

Current Assets

Checking/Savings

General Fund \$ 1,349,668

Other Funds -

Total Checking/Savings 1,349,668

Accounts Receivable

Scholarship Receivables 3,727

Special Events Receivables 9,239

Sponsorship Receivable 250

Total Accounts Receivable 13,216

Other Current Assets

SJC Foundation Investments 8,332,382

Total Other Current Assets 8,332,382

Total Current Assets 9,695,266

TOTAL ASSETS \$ 9,695,266

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

Grants Payable \$ 174,033

Programs Payable 63,162

Scholarships Payable 276,929

Student Success Payables 112,979

Total Accounts Payable 627,103

Total Current Liabilities 627,103

Total Liabilities 627,103

Equity

Net Assets 8,746,044

Net Income 322,119

Total Equity 9,068,163

TOTAL LIABILITIES & EQUITY \$ 9,695,266

San Jacinto College Foundation  
Statement of Activities  
For the Period July 1 to February 28, 2015

	<u>2015</u>	<u>2014</u>	<u>Change</u>
Ordinary Income/Expense			
Income			
Contributions			
Grant Contributions	\$ 128,460	\$ 105,000	\$ 23,460
Permanently Restricted	177,753	71,784	105,969
Program Sponsorship	59,600	72,955	(13,355)
Temporarily Restricted	349,656	170,191	179,465
Total Contributions	<u>715,469</u>	<u>419,930</u>	<u>295,539</u>
Other Income			
Special Events	152,382	148,415	\$ 3,967
Investment Incomes	191,502	462,965	\$ (271,463)
Total Other Income	<u>343,884</u>	<u>611,380</u>	<u>\$ (267,496)</u>
Total Income	1,059,353	1,031,310	28,043
Expense			
Programs			
Scholarships Awarded	333,009	272,534	\$ 60,475
Grants Awarded	135,983	6,778	\$ 129,205
Programs Sponsored	11,300	66,135	\$ (54,835)
Student Success Initiatives	122,832	171,231	\$ (48,399)
Total Programs	<u>603,124</u>	<u>516,678</u>	<u>\$ 86,446</u>
Supporting Services			
Management and General	13,819	7,959	\$ 5,860
Fundraising	116,591	50,604	\$ 65,987
Sponsorship Expense	3,700	6,544	\$ (2,844)
Total Supporting Services	<u>134,110</u>	<u>65,107</u>	<u>\$ 69,003</u>
Total Expense	<u>737,234</u>	<u>581,785</u>	<u>155,449</u>
Net Ordinary Income	322,119	449,525	(127,406)
Other Income/Expense	-	(905)	905
Net Income	<u>\$ 322,119</u>	<u>\$ 448,620</u>	<u>\$ (126,501)</u>



February 1, 2015 to February 28, 2015

Contributions Over \$1000

<b>Donors</b>	<b>Amount</b>	<b>Fund</b>
Corporations	\$10,000	Alumni Fund, Scholarship Donations
Foundations	\$0	
Individuals	\$2,000	Memorials

**Employee Contributions**

Catherine O'Brien	\$500	Catherine O'Brien Emergency Fund
Various	\$286	2014 Golf Tournament
Various	\$10	John Locke Memorial Fund
Various	\$290	Promise for Their Future Fund
Various	\$50	Veteran's Centers
Various	\$100	Alumni



## Building Committee Meeting Minutes

**March 24, 2015, 4:00 pm, College Administration East Bldg., Conference Room  
A1.201**

	<b>Attendees:</b>	<p>Members Present: Marie Flickinger, Brad Hance, Dan Mims, Keith Sinor</p> <p>Other Trustees Present: None</p> <p>Others Present: James Braswell, Bill Dowell, Jessica Garcia, Mike Harris, Joseph Hebert, Brenda Hellyer, Bryan Jones, Ann Kokx-Templet, Larry Logsdon, Ken Lynn, Frank Rizzo, Ron Rucker, Janet Slocum, Jerrel Wade</p>
	<b>Agenda Items:</b>	Discussion/Information/Action
<b>I.</b>	<b>Call the Meeting to Order</b>	Meeting called to order at 4:00 p.m. by Marie Flickinger
<b>II.</b>	<b>Roll Call of Committee Members</b>	Roll Call of Committee Members by Marie Flickinger.
<b>III.</b>	<b>Approval of Minutes from Previous Meeting</b>	Committee reviewed and approved the minutes from the September 23, 2014 meeting.
<b>IV.</b>	<b>Recommended Projects and Delivery Methods which will provide the best value to the College</b>	<p>A. Operating Funds</p> <p>B. Bond Funds</p> <p>1. In-Fill Phase IIb-North Campus</p> <ul style="list-style-type: none"> <li>• (Bryan Jones) Phase IIb North Campus includes design, construction and furniture, fixtures and equipment. This project will provide for the renovation of three (3) labs and one (1) classroom. The first two labs will be renovated along with adjacent storage rooms to provide four (4) 24-seat Tier 1 classrooms. The classrooms will be assigned to the Early College High School program at North. The remaining lab will be renovated to provide a new cosmetology lab with 18 stations. The classroom will be renovated to provide a new 30-seat mathematics lab.</li> <li>• (Jerrel Wade) In the Burleson building we are renovating classrooms for the Early College High School program. At the Spencer building we are renovating the classroom for a math lab. At Wheeler we are providing for installation of previously purchased equipment in the Cosmetology lab.</li> <li>• (Brenda Hellyer) The estimated expenditure for all three (3) projects is \$485,000?</li> </ul>

## Building Committee Meeting Minutes

**March 24, 2015, 4:00 pm, College Administration East Bldg., Conference Room A1.201**

		<ul style="list-style-type: none"> <li>• (Bryan Jones) Yes, that is correct.</li> </ul> <p>2. In-Fill Phase IIb-Central Campus</p> <ul style="list-style-type: none"> <li>• (Bryan Jones) This project will provide for the renovation of vacated space at the Central Student Center and at the Anderson Building.</li> <li>• (Jim Braswell) The renovation at the Student Center will occur on the second floor and will provide additional conference spaces, renovated student activity rooms and a renovated office suite.</li> <li>• (Marie Flickinger) Who will use the renovated spaces?</li> <li>• (James Braswell) The Student Center renovation will provide an office suite for the Dean of Liberal Arts as well as renovated meeting rooms, conference rooms, and student activity rooms. Renovations at Anderson will provide office space that will consolidate IT office functions as well as provide renovated lab space.</li> <li>• (Brenda Hellyer) The estimated expenditure for this project is \$366,000. We are using Job Order Contracting (JOC) procurement methodology through a cooperative contract.</li> <li>• (Ann Kokx-Templet) Proposals from three contractors, Construction Masters, Vaughn Construction, and Alpha Building Corporation, will be requested through the cooperative contracts program. The cooperative program complies with competitive procurement requirements and is permitted through Section 791.001 (g) of the Texas Government Code.</li> </ul>
<p><b>V.</b></p>	<p><b>Projects Updates</b></p>	<p>A. 2008 Bond Funds</p> <p>1. Financial Reports</p> <ul style="list-style-type: none"> <li>• (Brenda Hellyer) We are currently using operating funds for the design of the North Campus CIT. However, we will be reviewing strategies and will present a funding plan at the April meeting.</li> <li>• (Brenda Hellyer) The science buildings at all three campuses, and the South Campus Library and Central Campus Library projects will be closed out and the remaining funds will be transferred into the</li> </ul>

# Building Committee Meeting Minutes

March 24, 2015, 4:00 pm, College Administration East Bldg., Conference Room A1.201

		<p>overall program contingency account.</p> <ul style="list-style-type: none"><li>• (Keith Sinor) Is funding available for all of the In-Fill projects within the In-Fill budget?</li><li>• (Bryan Jones) Yes. Funding is available. However, we will need to transfer funds between the individual projects to balance overall (i.e. reallocate in-fill funds from all three campuses to cover the defined projects at Central and North).</li></ul> <p>2. Project Schedule</p> <ul style="list-style-type: none"><li>• (Brenda Hellyer) Are there any projects behind?</li><li>• (Bryan Jones) No. There are no projects with scheduling issues or concerns.</li></ul> <p>3. Construction Reports</p> <ul style="list-style-type: none"><li>• DDC Infrastructure Upgrades Phase IV<ul style="list-style-type: none"><li>○ (Bryan Jones) This is the 4<sup>th</sup> phase of the DDC Infrastructure upgrade, which includes valve upgrades, transducer replacements and calibrations, as well as software and graphics updated throughout the campuses. The bulk of this work was completed during Spring Break.</li></ul></li><li>• North Campus Library Project<ul style="list-style-type: none"><li>○ (Frank Rizzo) This project is progressing and is scheduled to be completed by March 2016.</li><li>○ (Jerrel Wade) The campus is now familiar with the construction, thanks to signage and Blackboard notifications. The police have also helped to keep traffic moving. Once the underground piping is completed, Craven Street will re-open which will help with the traffic congestion.</li></ul></li><li>• Maritime Technology &amp; Training Center<ul style="list-style-type: none"><li>○ (Frank Rizzo) The project is making good progress. We had some issues with delivery of concrete and noise recently. These have been resolved. The contractor was about 3 weeks behind at Christmas time, but has caught up. We are now 3 days ahead of schedule. The 2<sup>nd</sup> floor of the building will have concrete poured this week. The project is still on schedule for substantial construction completion by November 2015 opening and we are marking plans for a mini tour next month.</li></ul></li></ul>
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## Building Committee Meeting Minutes

March 24, 2015, 4:00 pm, College Administration East Bldg., Conference Room A1.201

		<ul style="list-style-type: none"><li>○ (Brenda Hellyer) The mayor of Shoreacres commended that the roads are being kept clear and clean. Final paperwork with G&amp;H Towing is still being completed through legal.</li><li>○ (Bryan Jones) A pair of unidentified underground pipelines was discovered at the site in late 2014, but it has been cut and sealed with grout, leaving no remaining concerns.</li><li>● North Campus 24 acre Center for Industrial Technology<ul style="list-style-type: none"><li>○ (Bryan Jones) We are planning to revise our schedule which will be discussed shortly.</li></ul></li><li>● College Administration West Building Renovation<ul style="list-style-type: none"><li>○ (Bryan Jones) The College Admin West building is almost complete. We are 2-3 weeks behind schedule primarily due to the ADA ramp, requirements for parking lot, and sidewalk repairs that were not in the original scope. We have scheduled a mid-April move in date. Landscaping will be done after employees have moved in and will be accomplished using our in-house grounds landscaping team.</li><li>○ (Larry Logsdon) Pressure washing and clean-up are being completed this week, and we should receive the certificate of occupancy next week from City of Pasadena.</li></ul></li></ul> <p>B. Operating Funds</p> <ol style="list-style-type: none"><li>1. North Campus Center for Industrial Technology (CIT) Project Update<ul style="list-style-type: none"><li>● (Brenda Hellyer) Although we have been fast tracking this project, we now have a new Technical Dean at North Campus who is reviewing program requirements and will be providing additional input. The Dean has been meeting with industry groups and getting feedback. We are discussing the best way to fit the new information into our current designs. We are also in the process of conducting best practice visits. We have a meeting scheduled with the team on April 7, 2015 to see if any changes in design and layout are required as a result of the best practice visits. Based on the slowdown needed to incorporate the new information, this may impact</li></ul></li></ol>
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## Building Committee Meeting Minutes

March 24, 2015, 4:00 pm, College Administration East Bldg., Conference Room A1.201

		<p>the final delivery from four to six weeks. We plan to continue with the civil components.</p> <ul style="list-style-type: none"><li>• (Frank Rizzo) We are planning best practice visits for the coming week. Dr. Mix and Dr. Raffetto are currently in Waco visiting Texas State Technical College. We are traveling to North Carolina, South Carolina and Kentucky next week to see three different colleges.</li><li>• (Dan Mims) Where are you going in South Carolina?</li><li>• (Frank Rizzo) We are visiting Florence Darlington Technical College.</li><li>• (Brenda Hellyer) In North Carolina we are visiting Guilford Technical Community College as they have advanced manufacturing, HVAC, and welding programs.</li><li>• (Frank Rizzo) Guilford Technical College and Gateway Community College are the only colleges that have all three components HVAC, welding and advanced manufacturing. We will be visiting these colleges to see their buildings and internal layouts.</li><li>• (Frank Rizzo) We are moving forward with the development of the site civil design. We are awaiting the permitting response from Harris County before starting work. The contractors have looked at the scope of work and are preparing a GMP (Guaranteed Maximum Price). We plan to have this available at the next meeting.</li><li>• (Brenda Hellyer) Instead of developing the total GMP we are working it in sections</li><li>• (Marie Flickinger) It makes sense that we continue the work at a slower pace. If we need to make changes that industry is recommending, we will be able to do so.</li><li>• (Dan Mims) Have we heard anything else on Uvalde?</li><li>• (Brenda Hellyer) We are a little over budget with the current scope of work. Harris County wants us to put in turning lanes and pedestrian control signals.</li><li>• (Frank Rizzo) That is correct. Harris County wants us to add left turn lanes and widen the street at the intersection.</li><li>• (Brenda Hellyer) We plan to speak to the</li></ul>
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## Building Committee Meeting Minutes

March 24, 2015, 4:00 pm, College Administration East Bldg., Conference Room A1.201

		<p>Commissioner for Precinct 1 and discuss the broader plan for Uvalde Road.</p> <ul style="list-style-type: none"><li>• (Marie Flickinger) Would the Commissioner help us with this project?</li><li>• (Brenda Hellyer) We were waiting on comments from the county so it is probably appropriate to talk with the commissioner now that we have those.</li><li>• (Bryan Jones) We know of no certain plans for additional Uvalde expansion based upon the county's published project listings.</li><li>• (Frank Rizzo) We had a traffic impact analysis conducted and found that the scope of work required by the County was not as big as originally thought as compared to a comprehensive widening of Uvalde adjacent to the entire campus.</li><li>• (Brenda Hellyer) What is the estimate for work currently planned for the intersection?</li><li>• (Frank Rizzo) We estimate it at approximately \$1.2 million.</li></ul> <p>2. College Administration West Building (Annex) Renovation Project Update</p> <ul style="list-style-type: none"><li>• (Bryan Jones) The College Administration West Building is coming along well and we plan to move in mid-April. We had planned to push out the concrete until after we moved in, but in order to get a certificate of occupancy we had to finish the accessible parking and sidewalk repair. The concrete work is now complete.</li><li>• (Larry Logsdon) The concrete is complete and has been pressure washed. We will be striping on Thursday and Friday.</li><li>• (Brenda Hellyer) We have done walkthroughs with Ken Lynn and Stephen Trncak's group. It looks very nice.</li><li>• (Bryan Jones) We plan to do the landscape after we have occupancy in the building.</li><li>• (Brenda Hellyer) Are there any budget issues with the renovations?</li><li>• (Bryan Jones) No, there are no issues with the renovation budget.</li></ul>
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## Building Committee Meeting Minutes

**March 24, 2015, 4:00 pm, College Administration East Bldg., Conference Room  
A1.201**

<b>VI.</b>	2015 Bond Program Development	A. 2015 Bond <ul style="list-style-type: none"><li>• (Brenda Hellyer) We are planning a Board Retreat for the April 6<sup>th</sup> meeting. At the retreat we will be discussing the 2015 Bond proposal.</li><li>• (Marie Flickinger) Will we be able to see the material before the meeting?</li><li>• (Brenda Hellyer) Due to the level of detail and the explanations that are required to work through the materials, we feel that the most effective manner is to present the materials and answer questions from members at the same time.</li></ul>
<b>VII.</b>	<b>Adjournment</b>	Marie Flickinger adjourned the meeting at 4:38 p.m.
	<b>Next Meeting:</b>	April 21, 2015

SAN JACINTO COLLEGE DISTRICT  
Finance Committee Meeting Minutes  
March 24, 2015

Members Present: Larry Wilson, Ruede Wheeler and Dan Mims

Members Absent: John Moon

Other Trustees Present: Keith Sinor and Marie Flickinger

Others Present: Brenda Hellyer, Ken Lynn and Lori Barbay

- I. The meeting was called to order at 5:00 p.m. by Dr. Ruede Wheeler, chairman of the committee.
- II. Roll Call of Committee Members by Dr. Wheeler
  - a. Dan Mims, present.
  - b. Larry Wilson, present.
  - c. John Moon, absent.
  - d. Other Trustees present were Keith Sinor and Marie Flickinger.
- III. Approval of Minutes from the January 20, 2015, Finance Committee Meeting
  - a. Dr. Wheeler presented the minutes of the January 20, 2015, Finance Committee meeting. The minutes were approved as presented. A motion was made by Larry Wilson to accept the minutes as presented, seconded by Dan Mims.
- IV. Review and Discuss Internal Audit Unemployment Claims Follow-Up Audit
  - a. Ken Lynn discussed the February 24, 2015, follow-up Unemployment Claims Audit. On March 19, 2014, the Internal Audit Department presented management with a Unemployment Claims Audit Report that included two recommendations for improvement:
    - i. Unemployment Appeals – The college does not have documented criteria for the appeal of unemployment determinations and in practice there are inconsistencies by which the college chooses to initiate appeals; and
    - ii. Unemployment Benefits Review – There is currently no consistent review of the TASB Unemployment Compensation Program Quarterly Benefits Report to ensure that the college is only paying for individuals who were employed at the college.
  - b. Upon receipt of these recommendations for improvement, the Human Resources Department developed corrective action plans (CAPs), as well as estimated dates for implementation, for each observation noted. The follow-up review, completed January 30, 2015, found that both of the two original CAPs were completed; therefore, no further follow-up reviews are required.
  - c. Dan Mims asked what the college's unemployment rate is. Mr. Lynn will send this information to the committee.



V. Review and Discuss Renewal of Property Insurance

- a. Mr. Lynn discussed the renewal of the property insurance policy. It is recommended that the Board of Trustees approve the renewal of the contract for property insurance coverage from McGriff, Seibels & Williams (MSW) for a two-year period beginning May 1, 2015, and ending April 30, 2017.
- b. Services Provided:
  - i. Risk Modeling Analysis
  - ii. Loss Prevention Inspections
  - iii. FEMA Flood Zone Determinations
  - iv. FEMA Claims Support
  - v. Peer Analysis
  - vi. Statement of Insured Values Schedule
- c. The property insurance package will continue the existing insurers for coverage of physical structures and contents for the total insurable value of \$600,704,069. Minor adjustments were made to the total insured value to accommodate for increases in the replacement value of the buildings insured. The annual premium for property coverage for 2015-2016 will be \$1,738,581. The coverage limits remain the same with a maximum 2% deductible and a named storm deductible cap of \$2.5 million. The rate is guaranteed for a two-year period.
- d. A handout was shared showing property insurance premium comparisons from 2009-10 to 2015-16, which reflects a decrease of 29.66% over this period of time.
- e. The approval of the recommendation will be an action item at the April 6, 2015, Board of Trustees meeting.

VI. Review and Discuss Renewal of Casualty Insurance

- a. Mr. Lynn discussed the renewal of the casualty insurance policy. It is recommended that the Board of Trustees approve the renewal of the contract for casualty insurance coverage from USI Insurance Services for May 1, 2015, through April 30, 2016.
- b. In May 2010 the college entered into an interlocal agreement with other political subdivisions to provide and procure insurance coverages and services through the Texas Association of Public Educators pursuant to and in accordance with Chapter 791.003 of the Texas Government Code. USI will provide liability and casualty coverage through the interlocal agreement utilizing Argonaut and National Union Fire to underwrite the insurance coverage.
- c. The 2015 premium of \$122,822 is an \$11,824 increase in premium from the 2014 premium of \$110,998. This increase is due to several factors, including an increase in the number of law enforcement officers, an increase in the number of vehicles covered resulting in a higher total fleet value, and additional claims incurred during the previous term.
- d. A handout was shared showing casualty insurance premium comparisons from 2009-10 to 2015-16, which reflects a decrease of 1.19% over this period of time.
- e. The approval of the recommendation will be an action item at the April 6, 2015, Board of Trustees meeting.

VII. Review and Discuss Increase in Tuition and Fees – Non-Resident

- a. Mr. Lynn discussed the approval of an increase of \$7 per semester credit hour to the out-of-state and international student tuition rate effective with the 2015 summer terms. The increase will change the rate from \$142 per semester credit hour to \$149 per semester credit hour.
- b. Texas Education Code Sec. 54.014 (a), Tuition for Repeated or Excessive Undergraduate Hours limits the amount that colleges can charge students for enrolling in courses that are normally funded by the state after the second enrollment. State funding applies to the first two attempts at taking the course, but not the third time. On the third attempt colleges are allowed to charge the student a fee (3-peat fee) to cover the lack of state funding, subject to the maximum in Education Code 54.014 (a). The formula to determine the maximum allowable 3-peat fee is the amount charged for out-of-district (OOD) tuition plus the 3-peat fee cannot exceed the nonresident (NR) tuition rate.
- c. Based on an internal review, it came to our attention that the amount the college charges as a 3-peat fee (\$60 per semester credit hour) for courses taken three times or more was above the maximum allowed by the Education Code. The affected timeframes are fiscal years 2012-13, 2013-14, and 2014-15. Prior year overcharges of the 3-peat fee have been identified by semester by student and refunds have been either applied to the student's account balance, or if the student had no balance owing to the college, refunded to the student. The refund process identified 2,956 overcharge transactions which resulted in refunds to students of \$102,929.70.
- d. The change in tuition in nonresident tuition of \$7 per semester credit hour brings the college into compliance with TEC 54.014 (a) and will affect less than 800 students per term.

VIII. Review and Discuss Financing for North Vocational and Technical Building (Center for Industrial Technology)

- a. Dr. Hellyer gave a brief update on financing for the North Vocational and Technical Building. The building timeline is estimated to be approximately six weeks behind our original timeline (moved from mid-August 2016 to October 1, 2016). We have been moving aggressively on design but need to slow slightly in order to build in input from industry and best practice visits. We are still assessing the financing plan for the interim until permanent bond money can be accessed in February or March 2016. We will discuss financing options at the next finance committee meeting.
- b. The 2015 Building Program will be a topic of discussion at the Board Retreat on April 6<sup>th</sup>.

IX. Adjournment – 5:26 p.m.

**Action Item "IX"**  
**Regular Board Meeting April 6, 2015**  
**Consideration of Approval of Amendment to the 2014-2015 Budget**  
**for Restricted Revenue and Expenses Relating to Federal and State Grants**

**ADMINISTRATION RECOMMENDATION/REPORT**

The Chancellor recommends that the Board of Trustees approve an amendment to the 2014-2015 budget for restricted revenue and expenses related to grants.

**BACKGROUND**

Federal, state, and local grant activity is ongoing as amendments to currently active grants are processed and new grants are awarded. In order to fund the objectives of the grants, grant operating budgets must be established in a timely manner. This request for a budget amendment reflects the additions to restricted revenues and restricted expenses as a result of amendments and new awards received during the month of March 2015.

**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 the additionally funded award amounts.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

Restricted revenues and restricted expenses will each be increased by \$423,368, 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-04-06-15

Attachment 2- Grant Detail-04-06-15

**RESOURCE PERSONNEL**

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SAN JACINTO COLLEGE DISTRICT  
Federal, State, and Local Grant Amendments  
April 6, 2015

	Fund	Org.	Account	Prog.	Amount Debit (Credit)
<u>Small Business Administration / University of Houston - Small Business Development Center FY 2015 (New Grant)</u>					
Federal Grant Revenue	535907	56700	554100	110000	(187,991)
Non-Instr Labor - Staff	535907	56700	612000	360963	108,326
PT - Institutional	535907	56700	614100	360963	8,927
Benefits	535907	56700	650000	360963	28,127
Supplies	535907	56700	711000	360963	5,359
Travel	535907	56700	721000	360963	7,000
Contractual Services	535907	56700	731000	360963	28,492
Telecommunications - Cell Phones	535907	56700	761520	360963	<u>1,760</u>
					\$ -
<u>Texas Comptroller of Public Accounts - Every Chance Job Building Fund - Jobs and Education for Texans Equipment Grant (JET) (New Grant)</u>					
State Grant Revenue	550004	56700	554200	110000	(220,191)
Instructional Supplies - NonCapital	550004	56700	711120	160914	11,555
Equipment - Instructional Lab	550004	56700	741130	160914	<u>208,636</u>
					-
<u>Texas Higher Education Coordinating Board - Professional Nursing Shortage Reduction Program - Regular Program , South Campus (Additional Funds)</u>					
State Grant Revenue	555028	56700	554200	110000	(7,645)
Contr Svcs - Instr Outside Provider	555028	56700	731110	160912	<u>7,645</u>
					-
<u>The Houston Arts Alliance - FY15 Touring and Neighborhood Arts Program (TNAP), San Jacinto College Brass Symposium Project (New Grant)</u>					
Local Grant Revenue	571032	57600	554300	110000	(7,541)
Contracted Svs - Outside Performance	571032	57600	731380	561317	<u>7,541</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.

April 6, 2015 Board Book – Grant Amendments Detail List

Small Business Administration / University of Houston - Small Business Development Center FY 2015 (New Grant)

Small Business Development Centers (SBDCs) provide a vast array of technical assistance to small businesses and aspiring entrepreneurs. By supporting business growth, sustainability and enhancing the creation of new businesses entities, SBDCs foster local and regional economic development through job creation and retention. The program remains one of the nation’s largest small business assistance programs in the federal government. The College’s SBDC is supported by the SBA and state funds in a one-to-one match. It is a part of a 32-county network centered at the University of Houston. The Houston network was second in the nation in job creation.

Texas Comptroller of Public Accounts - Every Chance Job Building Fund - Jobs and Education for Texans Equipment (JET) Grant (New Grant)

Texas faces a growing shortage of the skilled workers it needs to fill technical positions in engineering, science, precision production, mechanical, health care and other industries. In 2009, the Texas Legislature took a vital step in narrowing this gap and ensuring a strong future for Texas by passing the Jobs and Education for Texans (JET) legislation, which established the Every Chance Funds to meet this demand. Texas community colleges and technical schools have bought state-of-the-art equipment to train students for a wide range of high-demand careers. This is the second JET Equipment Grant for San Jacinto Community College District (SJCCD). This funding is for a new program at SJCCD that has been requested by industry for industrial machinery mechanics, who are needed in virtually every industrial work site to maintain and service the equipment used by that plant. These craftsmen are well-paid and have opportunities for advancement in their craft as they grow more skilled.

Texas Higher Education Coordinating Board - Professional Nursing Shortage Reduction Program – Regular Program, South Campus (Additional Funds)

This program is designed to achieve the following outcomes: 1) increase the number of graduates from professional nursing programs, 2) increase the percentage of students in professional nursing programs that graduate within a reasonable time as determined by the board, and 3) increase the number of graduates from master’s and doctoral programs in nursing that join the faculty of a professional nursing program.

The Houston Arts Alliance - FY15 Touring and Neighborhood Arts Program (TNAP), San Jacinto College Brass Symposium Project (New Grant)

To assist arts and cultural organizations throughout Harris County, Houston Arts Alliance offers support through its Touring and Neighborhood Arts Program (TNAP). These grants are normally for a maximum of \$5,000. The program assists organizations in providing arts programming primarily outside the City of Houston and within Harris County. This grant combined with San Jacinto College Foundation resources will support the guest artists performing in the 2015 Brass Symposium. This is the second grant SJCCD has received from the Houston Arts Alliance.

**Action Item “X”**  
**Regular Board Meeting April 6, 2015**  
**Consideration of Policy VI-K: Policy Regarding Appropriate**  
**Use of Copyrighted Materials – First Reading (Information Only)**

**ADMINISTRATION RECOMMENDATION/REPORT**

The Chancellor recommends that the Board of Trustees approve the revision of Policy VI-K Policy Regarding Use of Copyright Materials and other Intellectual Property. The Board of Trustees will not vote on this item but is creating awareness that the policy is being considered and input is being gathered.

**BACKGROUND**

Since the College’s copyright use policy was adopted, there have been revisions to U. S. Copyright law, including revisions to the Fair Use Doctrine and implementation of the Technology, Education and Copyright Harmonization (TEACH) Act. Revisions to the policy and to Procedure 2-5 Procedures for Instructional Copyright and Performance Licensing and Procedure 2-10 Publications will clarify the college’s philosophy and methodologies in dealing with copyright issues. A subcommittee of the Instructional Policy and Procedures Review Committee developed the initial document, which was vetted by the College attorney. Minor revisions of that document were reviewed and ultimately approved by the full Instructional Policy and Procedures Review Committee, which reports to the Institutional Effectiveness Council.

**IMPACT OF THIS ACTION**

These revisions will provide more efficient oversight of processes by identifying the Educational Technology Office as the centralized location for implementing contracts and agreements and for reporting purposes. The Purchasing Office will retain copies of all contracts and agreements. The Education Technology Office will establish and provide the training process for all college employees.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

None anticipated.

**MONITORING AND REPORTING TIMELINE**

The policies will be circulated beginning from April 1 to April 20, 2015 to the College community for comments and concerns according to the policies workflow process. The policy including potential modifications that arise from the college community review process will be presented to the Board of Trustees through the second reading which is anticipated on May 4, 2015.

Upon approval, the Educational Technology Office will assume immediate responsibility for monitoring instructional copyright policy, reporting to appropriate administrators and offices, and creating annual reports to the performance rights companies.

**Action Item "X"**  
**Regular Board Meeting April 6, 2015**  
**Consideration of Policy VI-K: Policy Regarding Appropriate**  
**Use of Copyrighted Materials – First Reading (Information Only)**

**ATTACHMENTS**

Attachment 1 – Current Policy VI-K: Policy Regarding Appropriate Use of Copyrighted Materials

Attachment 2 – Proposed Policy VI-K: Policy Regarding Appropriate Use of Copyrighted Materials

Attachment 3 – Proposed Procedure 2-5 Instructional Copyright and Performance Licensing (Information only)

Attachment 4 – Proposed Procedure 2-10 Publications (Information only)

**RESOURCE PERSONNEL**

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Dr. Catherine O'Brien	281-998-6318	catherine.obrien@sjcd.edu

**Policy VI-K: Policy Regarding Appropriate Use of Copyrighted Materials**

The college operates in compliance with laws regulating the use of copyrighted materials in print, on electronic disk, or on audio or video recording. Guidelines describing the specific use of copyrighted materials are established by the Chancellor's Cabinet and published regularly in the Guidelines and Procedures for College Personnel. Instructional supervisors at all levels are responsible for ensuring that the college's guidelines are explained to faculty and that the guidelines are followed. The evening deans will provide appropriate information regarding these policies to part-time faculty.

(See Guidelines and Procedures, Section 2-10)  
(Effective May 2, 1994.)



**SAN JACINTO COLLEGE**  
**BOARD OF TRUSTEES POLICIES**

**Instructional**

**VI-K Policy Regarding Appropriate Use of Copyrighted Materials**

## **VI-K Policy Regarding Appropriate Use of Copyrighted Materials**

It is the policy of the College to comply with federal and state laws regulating the use of copyrighted, patented, trademarked, and other proprietary materials in all forms, including in print or other hard copy, in any electronic form, or on audio or video recording.

Procedures describing the specific use of copyrighted, patented, and trademark-protected materials, as well as other proprietary material, are published regularly in the Guidelines and Procedures for College Personnel.

Supervisors at all levels are responsible for ensuring that college employees receive training and that the procedures are followed.

The college operates in compliance with laws regulating the use of copyrighted materials in print, on electronic disk, or on audio or video recording. Guidelines describing the specific use of copyrighted materials are established by the Chancellor's Cabinet and published regularly in the Guidelines and Procedures for College Personnel. Instructional supervisors at all levels are responsible for ensuring that the college's guidelines are explained to faculty and that the guidelines are followed. The evening deans will provide appropriate information regarding these policies to part-time faculty.

(See Guidelines and Procedures, Section 2-5 and 2-10)  
(Effective May 2, 1994TBD.)

<b>Policy #:</b>	<b>VI-K</b>
<b>Policy Name:</b>	<b>Policy Regarding Appropriate Use of Copyrighted Materials</b>
<b>Pages:</b>	<b>1</b>
<b>Adopted Date:</b>	<b>May 2, 1994</b>

<b>Revision/Reviewed Date:</b>	
<b>Effective Date:</b>	
<b>Associated Procedure:</b>	<b>Procedure 2-5 Procedure 2-10</b>

**SAN JACINTO COLLEGE****PROCEDURE****Instructional****Procedure 2-5 for Instructional Copyright and Performance Licensing****Procedure 2-5 for Instructional Copyright and Performance Licensing****Guideline 2-5: Instructional Media**

Copyright protection subsists, in accordance with United States Copyright Law, 17 U.S.C. 101-1332, in original works of authorship fixed in tangible medium of expression, now known or later developed, from which they can be perceived, reproduced, or otherwise communicated, either directly or with the aid of a machine or device. Works of authorship include the following categories:

1. Literary works;
2. Musical works, including any accompanying words;
3. Dramatic works, including any accompanying music;
4. Pantomimes and choreographic works;
5. Pictorial, graphic, and sculptural works;
6. Motion pictures and other audiovisual works;
7. Sound recordings; and
8. Architectural works.

In no case does copyright protection for an original work of authorship extend to any idea, procedure, process, system, method of operation, concept, principle, or discovery, regardless of the form in which it is described, explained, illustrated, or embodied in such work.

Only copyrighted materials are subject to the restrictions in this procedure. Because a copyright notice is not required for copyright protection of works published on or after March 1, 1989, most works (except those authored by the United States Government) should be presumed to be copyright protected, unless further information from the copyright holder or express notice reveals that the copyright holder intends the work to be in the public domain.

Accordingly, all employees and students, of the San Jacinto Community College and any other individuals using works maintained by the College should follow these procedures. Copying of materials or other uses not specifically allowed by the law, fair use, license agreement, or the permission of the copyright holder is strictly prohibited. Employees and students who willfully disregard copyright policy are in violation and do so at their own risk and assume all liability.

The College designates the Educational Technology Office to exercise general oversight of the copyright function for the College and to assure that information about the law and procedures are available. Every attempt will be made to assist employees who need information so that they can perform their duties within the intent of the law.

The Fair Use Doctrine is a component of the U.S. Copyright Law. It allows for the use of copyrighted materials, without gaining authorization, based on the weighing of four factors:

1. The purpose and character of the use, including whether such use is of a commercial nature or is for nonprofit educational purposes;
2. The nature of the copyrighted work;
3. The amount and substantiality of the portion used in relation to the copyrighted work as a whole;
4. The effect of the use upon the potential market for or value of the copyrighted work.

No one factor alone determines a person's right to use a copyrighted work without permission.

Notice that the Fair Use Doctrine does not grant permission for use of copyrighted material simply on the grounds that it is to be used for educational purposes.

The Technology, Education and Copyright Harmonization (TEACH) Act was signed into law in October, 2002. The TEACH Act amends Sections 110(2) and 112 of the Copyright Act of 1976 to give instructors at accredited nonprofit educational institutions greater flexibility to use third party copyrighted works in online course delivery. The act permits the display and performance of virtually all types of works during online instruction without the consent of the copyright owner, provided that:

1. The online instruction at an eligible institution is mediated by an instructor.
2. The transmission of material is intended only for receipt by students enrolled in the course, regardless of where the students are physically located.
3. The institution employs measures to prevent "retention of the work in accessible form by recipients of the transmission for longer than the class session."

4. The institution employs measures that limit the transmission of the material to students enrolled in the particular course and precludes unauthorized student retention and/or downstream redistribution “to the extent technologically feasible.”

5. Use of the material is clearly for educational purposes.

If the reproduction of the copyrighted materials does not meet the “fair use” or “TEACH Act” guidelines, College employees must seek authorization through the Educational Technology Office. A permanent central repository of all written copyright authorizations, releases, or waivers will be established in the Educational Technology Office. Copies of such authorization will be sent, as appropriate, to the bookstore, library, or other student support areas.

College contracts and agreements for performance rights (e.g., ASCAP, BMI) are maintained in the Educational Technology and the Purchasing Offices. This office will coordinate reports to licensing agencies with campus performance departments. Questions relating to College performance rights and any associated rights should be directed to the Educational Technology Office.

All instructional personnel will successfully complete copyright training offered by San Jacinto College every two years beginning in fall 2015. Training will be assigned through the San Jacinto College SPARK system.

Defense of Employees. If permitted by State law and procedures, San Jacinto Community College may defend any employee against a civil action alleging copyright infringement where (a) the use is in accordance with the provisions of a valid software license agreement, (b) the permission of the copyright owner has been obtained, or (c) the Office of General Counsel has determined that the use is otherwise permissible. Otherwise, the employee will be personally responsible for the defense of a civil action for copyright infringement.

Posting of Notices. San Jacinto Community College offices are responsible for posting notices reflecting this policy at all computer and photocopying stations that may be used for reproducing copyrighted materials (e.g., in departmental copy rooms, libraries, and at or near all computer stations). The following is a suggested form of notice:

### **“Copyright Notice”**

"Copying, displaying, or distributing copyrighted works may infringe on the owner's copyright. The Educational Technology Office at San Jacinto Community College can help you determine whether your use of a copyrighted work is a fair use or requires permission. Any use of computer or duplication devices that infringes on copyrighted works is subject to appropriate disciplinary action as well as those civil remedies and criminal penalties provided by federal law."

The District Instructional Media Center is located in the Lee Davis Library at the Central Campus. Media centers are also located on both the North Campus and the South Campus.

The Instructional Media Center is a centralized production, purchasing, and distribution center for all areas involving audio-visual services. The Media Center supervises the use of more than 1,100 pieces of equipment and more than 2,200 films, filmstrips, videotapes, and other programs. In addition, center personnel can assist in making 35mm color slides, overhead transparencies, charts, signs, tape recordings, videotapes, and other teaching aids for faculty and staff.

~~Associate deans and/or department chairs have bibliographies of audio-visual materials from which faculty select items appropriate to their teaching assignments.~~

## ~~Guidelines for Using Copyrighted Materials~~

~~The following guidelines were compiled from articles concerning the use and limitations of current copyright laws. While these points are a helpful outline of provisions and allowance of the law, they are not intended as a comprehensive explanation of copyright law. It is the stated policy of The San Jacinto College District to abide by the provisions of copyright law in all matters of college printing, videotaping, photocopying or other forms of reproduction for class room and college use.~~

### ~~Reproducing from Print Media~~

~~It is legal:~~

- ~~• To make a single copy, for use in scholarly research, or in teaching or in preparation for teaching a class, of the following:
 
  - ~~○ A chapter from a book~~
  - ~~○ A periodical or newspaper~~
  - ~~○ A short story, short essay or short poem, whether or not from a collected work~~
  - ~~○ A chart, graph, diagram, cartoon or a picture from a book, periodical or newspaper~~~~
- ~~• To make multiple copies for classroom use only, not to exceed one copy per student in a class, of the following:
 
  - ~~○ A complete poem, if it is less than 250 words and printed on not more than two pages~~
  - ~~○ An excerpt from a longer poem as long as it is limited to 250 words~~
  - ~~○ A complete article, story or essay if less than 2,500 words~~
  - ~~○ An excerpt from a prose work, as long as it is less than 1,000 words or less than 10 percent of the work~~
  - ~~○ One chart, graph, diagram, drawing, cartoon or picture per book or periodical~~~~

~~The copying should be at the instance and inspiration of the individual teacher; and the inspiration and decision to copy the work and the moment of its use for maximum teaching effectiveness should be so close in time that it would be unreasonable to expect a timely reply to a request for permission. In addition, each copy should include a notice of copyright.~~

### ~~It is illegal:~~

- ~~• To make multiple copies of a work for classroom use if it has already been copied with permission for other classes in the same institution.~~
- ~~• To make copies of a short poem, article, story or essay from the same author more than once in a class term, or make multiple copies from the same collective work or periodical issue more than three times a term.
 
  - ~~○ To make multiple copies of works more than nine times in the same class term.~~
  - ~~○ To make a copy of works to take the place of an anthology.~~
  - ~~○ To make a copy of consumable materials such as workbooks, test booklets, answer sheets or exercises.~~~~

### ~~Copying shall not:~~

- ~~1. Substitute for the purchase of books, publisher's reprints or periodicals.~~
- ~~2. Be directed by higher authority.~~
- ~~3. Be repeated with respect to the same item by the same teacher from term to term.~~

## ~~Reproducing from Sound Recordings~~

~~It is legal:~~

- ~~To make an emergency copy to replace purchased copies of records or tapes which for any reason are not available for an imminent performance provided additional replacement copies are purchased in due course.~~
- ~~To make single or multiple copies of excerpts of works for academic purposes other than performance, provided that the excerpts do not comprise more than 10 percent of the whole work. The number of copies shall not exceed one copy per pupil.~~
- ~~To make single copies of recordings of performances by students for evaluation or rehearsal purposes.~~
- ~~To reproduce excerpts of sound recordings owned by an educational institution for the purpose of constructing oral exercises or examinations.~~

### **It is illegal:**

- ~~To copy music to create, replace or substitute for anthologies, compilations or collective works.~~
- ~~To copy music for the purpose of performance except in an emergency where there is not time to ask for permission.~~
- ~~To copy music for the purpose of substituting the type of format.~~
- ~~To reproduce any sound recording that is damaged, deteriorating, lost or stolen unless it has been determined, after a reasonable effort, that an unused replacement cannot be obtained at a fair price.~~

### **Reproducing from Video Recordings**

The following guidelines are not included in the copyright laws, but were formulated by program producers and educational groups. Although they are not binding, the chances of copyright prosecution will be minimized if they are followed. They apply only to off-air recording by nonprofit educational institutions.

- ~~Broadcast programs may be recorded off-air simultaneously with broadcast transmission (including simultaneous cable retransmission) and retained by a nonprofit educational institution for a period not to exceed the first 45 consecutive calendar days after the date of recording. Upon conclusion of such retention periods, all off-air recordings must be erased or destroyed immediately.~~
  - ~~"Broadcast programs" are television programs transmitted by television stations for reception by the general public without charge.~~
- ~~Off-air recordings may be used once by individual teachers in the course of relevant teaching activities, and repeated once only when instructional reinforcement is necessary, in classrooms and similar places devoted to instruction within a single building, cluster or campus, as well as the homes of students receiving formalized home instruction, during the first 10 consecutive school days in the 45 calendar days retention period. "School days" are school session days--not counting weekends, holidays, vacations, examination periods, or other scheduled interruptions--within the 45 calendar day retention period.~~
- ~~Off-air recordings may be made only at the request of and used by individual teachers and may not be regularly recorded in anticipation of requests. No broadcast program may be recorded off-air more than once at the request of the same teacher, regardless of the number of times the program may be broadcast.~~
- ~~A limited number of copies may be reproduced from each off-air recording to meet the legitimate needs of teachers under these guidelines. Each such additional copy shall be subject to all provisions governing the original recording.~~
- ~~After the first 10 consecutive school days, off-air recordings may be used to the end of the 45 calendar day retention period only for teacher evaluation purposes, i.e., to determine whether to include the broadcast program in the teaching curriculum, and may not be used in the recording institution for student exhibition or any other non-evaluation purpose without authorization.~~
- ~~Off-air recordings need not be used in their entirety, but the recorded programs may not be altered from their original content. Off-air recordings may not be physically or electronically combined or merged to constitute teaching anthologies or compilations.~~
- ~~All copies of off-air recordings must include the copyright notice on the broadcast program as recorded~~

- Educational institutions are expected to establish appropriate control procedures to maintain the integrity of these guidelines
- The most appropriate way to avoid legal consequences from using copyrighted audio-visual materials is to request permission from the party with copyright interest. A permission request should include:
  - Correct title
  - Exact description of the material to be used
  - Type of reproduction
  - Number of copies to be made
  - Use to be made of reproduced material
  - Distribution of the reproduced material
  - Whether the material is to be sold and/or whether there will be a charge for viewing
- In addition, faculty are reminded:
  - To ask permission only in writing, not by phone
  - To avoid asking for blanket permission to copy all works forever. There are licensing agreements that cover this. For example: San Jacinto College has a licensing agreement with ASCAP covering musical performances
  - To allow sufficient lead time for the copyright owner to process the request
  - To be sure to include a complete return address

While a permission letter or license agreement signed by the copyright owner will afford complete protection from prosecution in all situations, Section 107 of the copyright law, the "Fair Use Doctrine," will afford a measure of protection in a few situations depending on certain tests.

In determining whether an act of copyright infringement is "fair use" a court will consider:

- The purpose and character of the use
- The nature of the copyrighted work
- The amount and substantiality of the portion used in relation to the copyrighted work as a whole
- The effect of the use upon the potential market for or value of the work

## **The following situations are examples of the use of copyrighted materials:**

- **Example:** A library buys one copy of a 16mm educational film and makes a video cassette copy for use in the library's video cassette play back area. This case is a clear-cut example of copyright infringement resulting from utilization of new technology. The copyright laws forbid the reproduction of a copyrighted work by anyone except the copyright proprietor. The fact that the library bought the copyrighted work does not mean it bought the rights to reproduce it.
- **Example:** A media center coordinator salvages useful frames from discarded filmstrips and converts them into slides for student use. This illustrates a classic problem which arises under the doctrine of fair use. The salvaging of useful frames from a discarded filmstrip may seem to be harmless if the number of frames used is very small and if the filmstrip is one which the school is no longer purchasing. However, the fact that the school has discarded the filmstrip does not mean that copyright protection has expired, and also does not mean that the copyright proprietor has not suffered an economic loss. Also, if the sequence of the visuals is changed, it might result in the creation of a new derivative work which may not accurately state the author's view. Preparing derivative works is a right reserved to the copyright proprietor.
- **Example:** A student prepares an audio report on new travel books in the school library and uses "Around the World in Eighty Days," as background music. The issue presented here involves the appropriation of a copyrighted musical composition. However, this situation is comparable to an individual taping musical works in his or her own home for his or her own personal use and would be considered fair use, as distinguished from a teacher making copies for students who constitute broader audience.



- ~~**Example:** A media director occasionally makes a videotape of a preview print of a 16mm film in order to allow preview over a longer period of time. The situation presented here is the unauthorized duplication of a copyrighted work. This is illegal, regardless of the fact that this particular use of the videotape may be less harmful to the copyright proprietor than a situation in which the videotapes were used for student viewing. Permission should be obtained from the copyright proprietor.~~
- ~~**Example:** A high school student uses an opaque projector to enlarge a map from his geography book to help him or her draw a poster showing the location of Indian reservations. Clearly this is allowed under the law.~~
- ~~**Example:** A librarian makes multiple cassette copies of classical musical albums in their entirety because the albums are not available in cassette form. This action constitutes copyright infringement. Unavailability of a particular format is not justification for making copies of otherwise available phonorecords. The only circumstances recognized in the law that permit copying of entire phonorecord works are unavailability at a fair price or preservation and protection of unpublished material.~~
- ~~Example: A teacher requests the media center to copy various musical selections from radio programs on to audio tape in order to illustrate the forms of certain kinds of musical composition.~~
- ~~**Example:** A teacher introduces a new workbook to the class and makes an overhead transparency of one page so he or she can demonstrate how the students will work in their own books. These particular situations would be defined as fair use.~~
- ~~**Example:** An audio portion of an evening television documentary on drug abuse is taped by a media coordinator for playback the next day. The sound track of a film product is protected by copyright to the same extent as the visual materials. To duplicate it does not make the situation any less of an infringement.~~
- ~~**Example:** Students in a high school photography class want to use a song from a currently popular record as background music for a slide program produced as a class project. One of the students owns the record. The finished program will probably be shown at a school assembly and may be shown to some parents' groups. Copies will not be sold and there will not be an admission charge to see the program. This would be considered permissible under the law, provided that the materials are used only for this project and are not later sold or performed for profit.~~
- ~~**Example:** A media center director makes a copy of audio records and tapes in the center to use as masters if the circulation copies are damaged. This practice is clearly not within the bounds of fair use because it deprives producers of sales. Some companies have established policies which allow duplication, with or without a fee, for this purpose, but permission must be obtained.~~

(Re: Policy VI-K; Board of Trustees Policy Manual)

<b>Procedure #:</b>	2-5
<b>Procedure Name:</b>	Instructional Copyright and Performance Licensing
<b>Pages:</b>	
<b>Adopted Date:</b>	May 2, 1994
<b>Revision/Reviewed Date:</b>	
<b>Effective Date:</b>	
<b>Associated Policy:</b>	Policy VI-K

## SAN JACINTO COLLEGE

### PROCEDURE

#### Instructional

#### Procedure 2-10: Publications

## Guideline Procedure 2-10: Publications

### Publication Authorization

It is the responsibility of the Director, Marketing and Public Relations of Communications and Publications to determine that the content, design, purpose, and printing format of College publications serve the goals and objectives of the San Jacinto College District. The Director, Marketing and Public Relations of Communications and Publications reports to the Vice President of Chancellor, Marketing, Public Relations, and Government Affairs, who is ultimately responsible for College publications.

### Departmental Production

Standard College publications that may be approved for departmental production include flyers, forms invitations and brochures. Approved templates are available online for departments use at [www.sanjac.edu/online-document-library](http://www.sanjac.edu/online-document-library).

~~which are temporary in nature, require fewer than 200 copies and can be reproduced on campus.~~

Publications not approved for departmental production are marketing and recruitment brochures, pamphlets, and posters, and advertisements. All College publications must conform to the District's standards of quality, accuracy and image and must also match curriculum approved by the College curriculum committee.

### Requirements

All San Jacinto College publications must include the following elements:

- **San Jacinto College logo or seal.** The SJC-College's official logo is available in different formats and resolutions at [www.sanjac.edu/logos](http://www.sanjac.edu/logos). Instructions for downloading, and guidelines for usage, are also available on that site. ~~Should you require a s~~Specific departmental logos are available on the Public drive. , the College seal, or have a special request, please contact the Director of Communications and Publications. Special requests, including use of the College seal, should be directed to the director, marketing and public relations.
- **Proper Names.**
  - The San Jacinto Community College District
  - The San Jacinto College District
  - San Jacinto College

- San Jacinto College North
- San Jacinto College Central
- San Jacinto College South
- San Jac

- **Campus addresses.**

San Jacinto College North  
5800 Uvalde Road  
Houston, Texas 77049

San Jacinto College Central  
8060 Spencer Highway  
Pasadena, Texas 77505

San Jacinto College South  
13735 Beamer Road  
Houston, Texas 77089

San Jacinto College District  
4624 Fairmont Parkway  
Pasadena, TX 77504

- **College phone number.** (281) 998-6150.
- **College Web address.** <http://www.sanjac.edu/>
- **Non-discrimination policy Equal Opportunity Statement or Equal Opportunity Institution (EOI).**
  - The full statement reads: The San Jacinto College District is committed to equal employment opportunity for all employees and applicants without regard to race, creed, color, national origin, citizenship status, age, disability, pregnancy, religion, gender, sexual orientation, gender expression or identity, genetic information, marital status, or veteran status in accordance with applicable federal and state laws. No person including students, faculty, staff, part-time, and temporary workers will be excluded from participation in, denied the benefits of, or be subjected to discrimination or harassment under any program or activity sponsored or conducted by the San Jacinto College District on the basis of the categories listed.
  - ~~It is the policy of The San Jacinto College District not to discriminate on the basis of race, color, creed, religion, sex, national origin, age or handicapping condition.~~
  - ~~Disclaimer (for use when printing course descriptions, course times, course dates, etc.): All course descriptions and degree information listed herein are subject to change. For up-to-date information, please consult the current San Jacinto College catalog on the College website at [www.sanjac.edu/catalog](http://www.sanjac.edu/catalog).~~
  - ~~All College Catalogs will include a Revision date: (Month / Year-(i.e., 02/2004).~~

## Printing Copyrighted Materials

San Jacinto College will not knowingly publish or reprint previously copyrighted materials without written permission from the publisher, author, or other party with a copyright interest. Before submitting questionable materials, first consult the publisher or author listed in the published work. Requests for reprinting copyrighted materials in part or entirety must be submitted with your publication request with a letter stating granted permission from the publisher, author, or other party with a copyright interest. The letters of permission will remain on file in the Marketing ~~Office~~, Public Relations, and Government Affairs office.

## Publication Request Procedure

- For business cards, letterhead, and envelopes, please go to [www.sanjac.edu/estoreto](http://www.sanjac.edu/estoreto) <https://www.marfield.net/production/storefront/SanJacinto/CreateNewOrder.asp>.
- For all other publication requests, please access the Publication Request Form online at <http://internal.sjed.edu/~www.sanjac.edu/marketing-forms>.
- Read the instructions thoroughly, and complete all sections of the form, including the FOAP code. Incomplete forms will be returned to the requester, and may further delay the production process.
- Please be sure to include a date when the publication is needed, allowing four to six (4-6) weeks for production. Special requests must be made through the [Director Marketing Manager of Communications and Publications](#).
- Return the form [via email](#) to the [Project Marketing Manager](#), ~~in the marketing office~~. You will receive via e-mail a project number for your reference.
- Send examples, if necessary, via inter-campus mail to the [Director of Communications and Publications Marketing Manager](#), referring to the request. If the publication is available on a disk or electronically, please send to the [Director of Communications and Publications Marketing Manager](#).

<b>Procedure #:</b>	<b>2-10</b>
<b>Procedure Name:</b>	<b>Publications</b>
<b>Pages:</b>	
<b>Adopted Date:</b>	
<b>Revision/Reviewed Date:</b>	
<b>Effective Date:</b>	
<b>Associated Policy:</b>	<b>Policy VI-K</b>

**Action Item “XI”**  
**Regular Board Meeting April 6, 2015**  
**Consideration of Approval of Increase in Tuition Rate for**  
**Out of State and International Students for 2015 Summer Terms**

**ADMINISTRATION RECOMMENDATION/REPORT**

The Chancellor recommends that the Board of Trustees approve an increase of \$7 per semester credit hour to the out of state and international student tuition rate effective with the 2015 Summer Term. The increase will change the rate from \$142 per semester credit hour to \$149 per semester credit hour.

**BACKGROUND**

The College receives direct payment for instruction from students in the form of tuition and fees and from the State of Texas (State) in the form of contact hour reimbursement or “state funding”. Students continue to pay tuition and fees for second and subsequent course attempts. However, the State will only reimburse the College for two student attempts at successful course completion. Texas Education Code (TEC) Sec. 54.014 (a), Tuition for Repeated or Excessive Undergraduate Hours, allows the College to charge an extra student fee (3-peat fee) to replace funding for the third and subsequent student attempts. Sec. 54.014 limits the amount that colleges can charge students for the 3-peat fee. The limit is as follows: the amount charged for out of district (OOD) tuition plus the 3-peat fee cannot exceed the nonresident (NR) tuition rate.

Through an internal review, it was determined that the amount the College was charging as a 3-peat fee (\$60 per semester credit hour (SCH)) for courses taken three times or more was above the maximum allowed by the Education Code. The timeframes affected by the excess charge are fiscal year 2012-2013, 2013-2014 and 2014-2015.

<u>Fiscal Year</u>	<u>Out Of District</u>	<u>3 Peat Fee</u>	<u>Total Charge</u>	<u>Non Resident</u>	<u>Excess Above Maximum Allowed Charge</u>
13	\$84	\$60	\$144	\$134	\$10
14	\$84	\$60	\$144	\$134	\$10
15	\$89	\$60	\$149	\$142	\$7

Prior year overcharges of the 3-peat fee have been identified by semester by student and refunds have been either applied to the student’s account balance, or, if the student had no balance owing to the College, refunded to the student. The refund process identified 2,956 overcharge transactions which resulted in refunds to students of \$102,929.70.

**IMPACT OF THIS ACTION**

The change in tuition for nonresident tuition of \$7 per SCH brings the College into compliance with TEC 54.014 (a) and will affect less than 800 students per term.

**Action Item “XI”**  
**Regular Board Meeting April 6, 2015**  
**Consideration of Approval of Increase in Tuition Rate for**  
**Out of State and International Students for 2015 Summer Terms**

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The budget impact for the 2015 summer terms will be minor and a budget amendment is not warranted for the 2014-2015 fiscal year. The increase in the tuition rate will be considered when developing the revenue estimates for fiscal year 2015-2016.

**MONITORING AND REPORTING TIMELINE**

Future discussions related to changes in tuition by residency will consider the impact of the maximum 3-peat charge imposed by Section 54.014 (a.) of the Texas Education Code.

**ATTACHMENTS**

None

**RESOURCE PERSONNEL**

Ken Lynn	281-998-6306	kenneth.lynn@sjcd.edu
Bill Dickerson	281-998-6142	bill.dickerson@sjcd.edu
Wanda Munson	281-669-4711	wanda.munson@sjcd.edu

**SAN JACINTO COMMUNITY COLLEGE DISTRICT  
CONSTRUCTION RECAP  
APRIL 6, 2015**

**I. CONSTRUCTION REQUEST PROJECTS**

Construction Request #1 - Method of Procurement and Funding - Phase II(b) In-Fill - North (pgs 2-3)	\$ 485,000
Construction Request #2 - Method of Procurement and Funding - Phase II(b) In-Fill - Central (pgs 4-5)	<u>366,000</u>
<b>TOTAL OF CONSTRUCTION REQUESTS</b>	<b>851,000</b>
 <b>GRAND TOTAL:</b>	 <b><u><u>\$ 851,000</u></u></b>

**Consideration of Approval of Method of Procurement and Funding for Phase II In-Fill North**

**ADMINISTRATION RECOMMENDATION/REPORT**

The Chancellor recommends that the Board of Trustees approve the Job Order Contracting (JOC) procurement method and funding for renovation of Phase IIb In-Fill space at the North Campus.

**BACKGROUND**

As facilities funded by the 2008 bond program were completed and occupied, existing square footage has been renovated, revitalized and repurposed. This is a process referred to as “In-Fill.”

Phase I In-Fill consisted primarily of light renovations, also referred to as “Clean and Paint” projects. Phase IIa consisted of minor renovations which did not require design documents. Both Phase I and IIa projects were approved and implemented. Phase IIb is designated for classroom and office renovations that are moderate in nature and require design documents. It is proposed that the Board of Trustees approve use of the JOC procurement method for this project.

The Facilities department intends to obtain quotes from several JOC contractors for each project to ensure the best value is obtained before authorizing work to commence. The three contractors the department would like to utilize, who have been awarded a competitive bid contract through a cooperative contracts program, are as follows:

- Construction Masters has a contract through the Choice Partners cooperative contracts program to provide JOC services, Contract Number 09/040JC-04.
- Vaughn Construction has a contract through the Choice Partners cooperative contracts program to provide JOC services, Contract Number 10/072JC-03.
- Alpha Building Corporation has a contract through the Choice Partners cooperative contracts program to provide JOC services, Contract Number 10/030JC-01.

Use of a cooperative program complies with the competitive procurement requirements in Section 44.031 of the Texas Education Code and is permitted through Section 791.001(g) of the Texas Government Code.

**IMPACT OF THIS ACTION**

This project will provide for the renovation of three (3) labs and one (1) classroom at the North Campus. The first two labs located in Burlson will be renovated along with adjacent storage rooms to provide four (4) 24-seat Tier 1 classrooms. The classrooms will be assigned to the Early College High School program at North. The second lab is located in Wheeler and will be renovated to provide a new cosmetology lab with 18 stations. The classroom to be renovated is located in Spencer and will be renovated to provide a new 30-seat mathematics lab.



**Consideration of Approval of Method of Procurement and Funding for Phase II In-Fill North**

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The estimated expenditure for this project is \$485,000. This will include design, construction, and the majority of furniture, fixtures, and equipment. This expenditure will be funded by the 2008 Bond Capital Improvement Program, and adequate budget between the three campuses line items is available (dollars will be re-allocated between campuses). The College reserves the right to award a contract to multiple vendors to complete this project.

**MONITORING AND REPORTING TIMELINE**

All specified work is scheduled to be completed by August 21, 2015.

**ATTACHMENTS**

None

**RESOURCE PERSONNEL**

Bryan Jones	281-998-6343	bryan.jones@sjcd.edu
Ann Kokx-Templet	281-998-6103	ann.kokx-templet@sjcd.edu

**Consideration of Approval of Method of Procurement and Funding for Phase IIb In-Fill Central**

**ADMINISTRATION RECOMMENDATION/REPORT**

The Chancellor recommends that the Board of Trustees approve the Job Order Contracting (JOC) procurement methodology and funding for renovation of Phase IIb In-Fill space at the Central Campus.

**BACKGROUND**

As facilities funded by the 2008 bond program were completed and occupied, existing square footage has been renovated, revitalized and repurposed. This is a process referred to as “In-Fill”.

Phase I In-Fill consisted primarily of light renovations, also referred to as “Clean and Paint” projects. Phase IIa consisted of minor renovations which did not require design documents. Both Phase I and IIa projects were approved and implemented. Phase IIb is designated for classroom and office renovations that are moderate in nature and require design documents. It is proposed that the Board of Trustees approve use of the JOC procurement method for this project.

The Facilities department intends to obtain quotes from several JOC contractors for each project to ensure the best value is obtained before authorizing work to commence. The three contractors the department would like to utilize, who have been awarded a competitive bid contract through a cooperative contracts program, are as follows:

- Construction Masters has a contract through the Choice Partners cooperative contracts program to provide JOC services, Contract Number 09/040JC-04.
- Vaughn Construction has a contract through the Choice Partners cooperative contracts program to provide JOC services, Contract Number 10/072JC-03.
- Alpha Building Corporation has a contract through the Choice Partners cooperative contracts program to provide JOC services, Contract Number 10/030JC-01.

Use of a cooperative program complies with the competitive procurement requirements in Section 44.031 of the Texas Education Code and is permitted through Section 791.001(g) of the Texas Government Code.

**IMPACT OF THIS ACTION**

This project will provide for the renovation of vacated space at the Student Center and at the Anderson Building at Central. The Student Center renovation will provide a new office suite for the Dean of Liberal Arts as well as renovated meeting rooms, conference rooms, and student activity rooms. The renovations at Anderson will provide office space that will consolidate IT office functions presently located throughout the campus, as well as provide renovated lab space.

**Consideration of Approval of Method of Procurement and Funding for Phase IIb In-Fill Central**

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The estimated expenditure for this project is \$366,000. This will include design, construction, and furniture, fixtures, and equipment. This expenditure will be funded by the 2008 Bond Capital Improvement Program, and adequate budget between the three campuses line items is available (dollars will be re-allocated between campuses). The College reserves the right to award a contract to multiple vendors to complete this project.

**MONITORING AND REPORTING TIMELINE**

All specified work is scheduled to be completed by Aug 21, 2015.

**ATTACHMENTS**

None

**RESOURCE PERSONNEL**

Bryan Jones	281-998-6343	bryan.jones@sjcd.edu
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**SAN JACINTO COMMUNITY COLLEGE DISTRICT  
PURCHASE RECAP  
APRIL 6, 2015**

<b>I.</b>	<b>PURCHASE REQUESTS, SOLE SOURCE VENDORS, COOPERATIVES, AND CONTRACT RENEWALS</b>	
Purchase Request #1 - Property Insurance (pgs. 2-4)	\$	1,738,581
Purchase Request #2 - Casualty Insurance (pgs. 5-7)		122,822
Purchase Request #3 - Technical Training Equipment (pgs. 8-9)		93,105
Purchase Request #4 - Beverage Vending and Pouring Rights (pgs. 10-11)		87,500
Purchase Request #5 - Graduation Event License (pg. 12)		80,000
Purchase Request #6 - Snack Vending Services (pg. 13)		-
<b>TOTAL OF PURCHASE REQUESTS</b>		<b>2,122,008</b>
<b>GRAND TOTAL:</b>	<b>\$</b>	<b><u>2,122,008</u></b>

**Purchase Request #1**  
**Regular Board Meeting April 6, 2015**  
**Consideration of Approval to Purchase Property Insurance Policy**

**ADMINISTRATION RECOMMENDATION/REPORT**

The Chancellor recommends that the Board of Trustees approve the renewal of the contract for property insurance coverage from McGriff, Seibels & Williams for a two-year period beginning May 1, 2015 and ending April 30, 2017.

**BACKGROUND**

The property insurance package will continue the existing insurers for coverage of physical structures and contents for the total insurable value of \$600,704,069. Minor adjustments were made to the total insured value to accommodate for increases in the replacement value of the buildings insured. The annual premium for property coverage for 2015-2016 will be \$1,738,581. The premium rate of \$0.289 cents per hundred dollars of insured value signifies a decline for a second consecutive year compared to previous year rates of \$0.317 and \$0.332 respectively. The coverage limits remain the same with a maximum 2% deductible and a named storm deductible cap of \$2.5 million.

The insurance underwriters have offered a no-obligation two-year rate guarantee with the policy renewal which extends the rate guarantee to the 2016-2017 policy year. The second year rate guarantee is cancellable by the insurer for reasons that include market changes, legislative changes, policy cancellation, non-renewal, or expiration of the rate guarantee. The College may elect to not avail itself of the rate guarantee by marketing the policy prior to renewal. Premiums for the 2016-2017 year are subject to adjustment based on fluctuations in total insurable value.

McGriff, Seibels & has a contract through the The Cooperative Purchasing Network cooperative contracts program to provide risk management services, Contract Number R130801, and complies with the competitive procurement requirement in Section 44.031 of the Texas Education Code and is permitted through Section 791.011(g) of the Texas Government Code.

**IMPACT OF THIS ACTION**

The Insurance renewal of this request will continue property insurance coverage for the College for the period May 1, 2015 through April 30, 2016, with a possibility to continue the rate guarantee through an additional policy year. Approving the two-year premium rate guarantee will ease budget forecasting for the upcoming fiscal year and protect us from potential rate increases as well.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The estimated annual expenditure for this request is \$1,738,581. This expenditure will be funded by the District 2014-2015 operating budget and subsequent year budget, subject to Board approval.

**Purchase Request #1**  
**Regular Board Meeting April 6, 2015**  
**Consideration of Approval to Purchase Property Insurance Policy**

**MONITORING AND REPORTING TIMELINE**

The new contract term shall be May 1, 2015 through April 30, 2016, with the possible extension of the rate guarantee through an additional policy year ending April 30, 2017.

**ATTACHMENTS**

Attachment 1 – Premium History 2009-2016

**RESOURCE PERSONNEL**

Kenneth Lynn	281-998-6306	kenneth.lynn@sjcd.edu
Ginger Lambert	281-998-6183	ginger.lambert@sjcd.edu
Ann Kokx-Templet	281-998-6103	ann.kokx-templet@sjcd.edu

San Jacinto College

Property Insurance Premium Comparison

Property Insurance	<u>2009-10</u>	<u>2010-11</u>	<u>2011-12</u>	<u>2012-13</u>	<u>2013-14</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>Change From</u>	
	Lexington	Lexington	Lexington	Lexington	Lexington	Lexington	Lexington	Last Year	2009-10
Replacement Cost Values	\$ 414,494,890	\$ 414,494,890	\$ 419,014,249	\$ 476,003,624	\$ 539,803,624	\$ 592,893,173	\$ 600,704,069	1.32%	44.92%
Limit	200,000,000	100,000,000	100,000,000	100,000,000	100,000,000	100,000,000	100,000,000		
Limit - Wind	200,000,000	100,000,000	100,000,000	100,000,000	100,000,000	100,000,000	100,000,000		
Limit - Named Wind	200,000,000	100,000,000	100,000,000	100,000,000	100,000,000	100,000,000	100,000,000		
Limit-Flood	25,000,000	25,000,000	25,000,000	25,000,000	25,000,000	25,000,000	25,000,000		
Deductible-Other Than Wind	50,000	50,000	50,000	50,000	50,000	50,000	50,000		
Deductible-Wind	100,000	100,000	100,000	100,000	100,000	100,000	100,000		
Deductible-Named Storm	2%	2%	2%	2%	2%	2%	2%		
Minimum	250,000	250,000	250,000	250,000	250,000	250,000	250,000		
Maximum	2% of Values	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000	2,500,000		
Deductible-Flood	100,000	100,000	250,000			250,000	250,000		
Premium	<b>\$1,705,443</b>	<b>\$1,253,514</b>	<b>\$1,148,865</b>	<b>\$1,588,187</b>	<b>\$1,794,088</b>	<b>\$1,878,636</b>	<b>\$1,738,581</b>	-7.46%	1.94%
Rate per \$100	\$ 0.411	\$ 0.302	\$ 0.274	\$ 0.334	\$ 0.332	\$ 0.317	\$ 0.289	-4.66%	-29.66%

**Purchase Request #2**  
**Regular Board Meeting April 6, 2015**  
**Consideration of Approval to Purchase Casualty Insurance Policy**

**ADMINISTRATION RECOMMENDATION/REPORT**

The Chancellor recommends that the Board of Trustees approve the 2015-2016 renewal of the contract for casualty insurance coverage from USI Insurance Services.

**BACKGROUND**

The College retains USI to provide liability and casualty coverage utilizing Argonaut and National Union Fire to complete the insurance coverage.

In May 2010, the College entered into an interlocal agreement with other political subdivisions to provide and procure insurance coverages and services through the Texas Association of Public Educators pursuant to and in accordance with Chapter 791.003 of the Texas Government Code. USI will provide liability and casualty coverage through the interlocal agreement utilizing Argonaut and National Union Fire to underwrite the insurance coverage.

Use of an interlocal agreement complies with the competitive procurement requirement in Section 44.031 of the Texas Education Code and is permitted through Section 791.011(g) of the Texas Government Code

**IMPACT OF THIS ACTION**

Approval of the policy renewal will continue the existing liability and casualty insurance coverage for the College for the period May 1, 2015 through April 30, 2016. The 2015 premium of \$122,822 is an \$11,824 increase in premium from the 2014 premium of \$110,998. This increase is due to several factors, including an increase in the number of law enforcement officers, an increase in the number of vehicles covered resulting in a higher total fleet value, and an increase in along with claims incurred during the previous term.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The estimated annual expenditure for this request is \$122,822. This expenditure will be funded by the District 2014-2015 operating budget.

**MONITORING AND REPORTING TIMELINE**

The new contract term will be May 1, 2015 through April 30, 2016.

**ATTACHMENTS**

Attachment 1 – Casualty Premium History 2009-2016



**Purchase Request #2**  
**Regular Board Meeting April 6, 2015**  
**Consideration of Approval to Purchase Casualty Insurance Policy**

**RESOURCE PERSONNEL**

Kenneth Lynn	281-998-6306	kenneth.lynn@sjcd.edu
Ginger Lambert	281-998-6183	ginger.lambert@sjcd.edu
Ann Kokx-Templet	281-998-6103	ann.kokx-templet@sjcd.edu

San Jacinto College

Casualty Insurance Premium Comparison

	2009-10	2010-11	2011-12	2012-13	2013-14	2014-2015	2015-2016	Change From	
								Last Year	2009-10
<b>Boiler &amp; Machinery</b>									
Limit	50,000,000	50,000,000	50,000,000	50,000,000	50,000,000	50,000,000	50,000,000		
Deductible	50,000	50,000	50,000	50,000	50,000	50,000	50,000		
Premium	Included	Included	Included	Included	Included	Included	Included		
Rate									
<b>General Liability</b>									
	Travelers	Trident	Trident/Natl Union	Trident	Trident	Argonaut	Argonaut		
Limit	5,000,000	5,000,000	5,000,000	1,000,000	1,000,000	1,000,000	1,000,000		
Molestation Limit (Bl)	1,000,000	5,000,000	5,000,000						
Deductible	10,000	10,000	10,000	10,000	10,000	10,000	10,000		
# Students	16,052	17,293	17,726	17,905	17,259	16,590	16,262	-1.98%	1.31%
Premium	<b>\$73,514</b>	<b>\$34,582</b>	<b>\$30,024</b>	<b>\$16,809</b>	<b>\$16,365</b>	<b>\$15,731</b>	<b>\$15,415</b>	-2.01%	-79.03%
Rate	\$ 4.58	\$ 2.00	\$ 1.69	\$ 0.94	\$ 0.95	\$ 0.95	\$ 0.95	-0.03%	-79.30%
<b>Law Enforcement Liability</b>									
				Trident	Trident	Argonaut	Argonaut		
Limit				1,000,000	1,000,000	1,000,000	1,000,000		
Deductible				10,000	10,000	10,000	10,000		
# Police Officers				18	31	31	40		
Premium				<b>\$8,164</b>	<b>\$14,552</b>	<b>\$15,862</b>	<b>\$20,467</b>	29.03%	
Rate				\$ 453.56	\$ 469.42	\$ 511.68	\$ 511.68	0.00%	
<b>Educators Liability</b>									
	AIG	Chartis		Natl Union (AIG)	Natl Union (AIG)	Natl Union Fire	Natl Union Fire		
Limit	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000		
Employment Practice	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000		
Sexual Harassment	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000		
Deductible	10,000	10,000	10,000	10,000	10,000	10,000	10,000		
Deductible Employment	10,000	50,000	50,000	50,000	50,000	50,000	50,000		
# Students	16,052	17,293	17,726	17,905	17,259	16,590	16,262	-1.98%	1.31%
Premium Including Crime	<b>\$51,476</b>	<b>\$30,633</b>	<b>\$29,108</b>	<b>\$30,314</b>	<b>\$33,629</b>	<b>\$36,951</b>	<b>\$40,458</b>	9.49%	-21.40%
Rate	\$ 3.21	\$ 1.77	\$ 1.64	\$ 1.69	\$ 1.95	\$ 2.23	\$ 2.49	11.70%	-22.42%
<b>Automobile</b>									
	Travelers	Trident	Trident	Trident	Trident	Argonaut	Argonaut		
Limit	100/300/100	100/300/100	100/300/100	100/300/100	100/300/100	100/300/101	100/300/101		
Deductible-Liability	1,000	1,000	None	1,000	1,000	1,000	1,000		
Deductible-Auto Damage	1,000	1,000	1,000	1,000	1,000	1,000	1,000		
# Vehicles	110	107	100	103	103	113	118	4.42%	7.27%
Premium	<b>\$51,476</b>	<b>\$30,160</b>	<b>\$29,681</b>	<b>\$32,395</b>	<b>\$33,113</b>	<b>\$36,900</b>	<b>\$39,906</b>	8.15%	-22.48%
Rate	\$ 467.96	\$ 281.87	\$ 296.81	\$ 314.51	\$ 321.49	\$ 326.55	\$ 338.19	3.56%	-27.73%
<b>Excess (Umbrella) Liability</b>									
						Argonaut	Argonaut		
Limit				4,000,000	4,000,000	4,000,000	4,000,000		
Premium				<b>\$3,896</b>	<b>\$5,313</b>	<b>\$5,554</b>	<b>\$6,576</b>	18.40%	
<b>Crime</b>									
	Travelers	Chartis		Natl Union (AIG)	Natl Union (AIG)	Natl Union Fire	Natl Union Fire		
Dishonesty Limit	250,000	250,000	250,000	250,000	250,000	250,000	250,000		
Money Limit	150,000	150,000	150,000	150,000	150,000	150,000	150,000		
Deductible	10,000	10,000	10,000	10,000	10,000	10,000	10,000		
# Students	16,052	17,293	17,726	17,905	17,259	16,590	16,590		
Premium	<b>\$1,868</b>	Included	Included	Included	Included	Included	Included		
Rate	0.116								
<b>Total Casualty Premium</b>	<b>\$178,334</b>	<b>\$95,375</b>	<b>\$88,813</b>	<b>\$91,578</b>	<b>\$102,972</b>	<b>\$110,998</b>	<b>\$122,822</b>	10.65%	-31.13%
<b>Cost per student</b>	\$11.11	\$5.52	\$5.01	\$5.11	\$5.97	\$6.69	\$7.55	12.88%	-32.02%
<b>Total - Property &amp; Casualty</b>	<b>1,883,777</b>	<b>1,348,889</b>	<b>1,237,678</b>	<b>1,679,765</b>	<b>1,897,060</b>	<b>1,989,634</b>	<b>1,861,403</b>	-6.44%	-1.19%

**Purchase Request #3**  
**Regular Board Meeting April 6, 2015**  
**Consideration of Approval to Purchase Technical Training Equipment**

**ADMINISTRATION RECOMMENDATION/REPORT**

The Chancellor recommends that the Board of Trustees approve the purchase of technical training systems from Technical Laboratory Systems, Inc.

**BACKGROUND**

The Texas Higher Education Coordinating Board has recently started to pool unused funds from programs that did not fully exhaust their allotment for the fiscal year. An application for Round 9 funding submitted by the College, previously declined by the Education for Texans grant, has been reconsidered and awarded.

The College has been awarded additional allocation of funds to purchase equipment to develop a new continuing education program in Industrial Maintenance/Millwright. The equipment includes a Pneumatics Troubleshooting Training System and a Hydraulics Troubleshooting Training System Industrial Controls Learning System.

Technical Laboratory Systems has been awarded a contract through the Choice Partners Cooperative, contract number 14/034MP-14, which satisfies the competitive purchasing requirement as stated in Section 44.031 of the Texas Education Code and Section 721.001 of the Government Code.

**IMPACT OF THIS ACTION**

This equipment will assist in offering courses in applied technologies and trades that relate to the training of maintenance technicians and millwrights.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The total expenditure for these products is \$93,105. This expenditure will be 95% funded by the Education for Texans grant. The remaining 5% will be funded by Continuing Professional Development's 2014-2015 operational budget.

**MONITORING AND REPORTING TIMELINE**

This purchase will be monitored in accordance with State of Texas Uniform Grant Management Standards and the guidance of the Office of the Texas Comptroller of Public Accounts.

**ATTACHMENTS**

None

**Purchase Request #3**  
**Regular Board Meeting April 6, 2015**  
**Consideration of Approval to Purchase Technical Training Equipment**

**RESOURCE PERSONNEL**

Sarah Janes	281-478-3605	sarah.janes@sjcd.edu
Craig Zimmerman	281-478-3684	craig.zimmerman@sjcd.edu
JD Taliaferro	281-478-3687	jd.taliaferro@sjcd.edu
Michael Moore	281-998-6162	michael.moore@sjcd.edu
Ann Kokx-Templet	281-998-6103	ann.kokx-templet@sjcd.edu

**Purchase Request #4**  
**Regular Board Meeting April 6, 2015**  
**Consideration of Approval to Renew Contract for**  
**Beverage Vending and Pouring Rights**

**ADMINISTRATION RECOMMENDATION/REPORT**

The Chancellor recommends that the Board of Trustees approve a renewal of the contract for Beverage Vending and Pouring Rights from Coca-Cola Refreshments USA, Inc., d/b/a Houston Coca-Cola Bottling Company.

**BACKGROUND**

A request for proposals, Project Number 09-27, was issued in April 2009 to provide beverage vending and pouring rights services for the College. The Board approved the original contract with Houston Coca-Cola Bottling Company in April 2009. Vending services are managed by the Auxiliary Services department and are structured as a revenue-generating service contract.

**IMPACT OF THIS ACTION**

Houston Coca-Cola Bottling Company has improved their service to the College and its customers by upgrading and replacing existing equipment. To increase sales and ensure customer satisfaction, card readers have been added making purchases from vending machines a more competitive and viable option. Houston Coca-Cola Bottling Company is consistently working to obtain the correct product mix to ensure optimum sales from vending machines for our campus locations.

Houston Coca-Cola Bottling Company works with Food Service Managers to provide customers the opportunity to try new products to successfully identify the desired beverage products necessary to stimulate sales and profitability for the College. Based on the 2014 vending Performance Metrics, beverage revenue increased as vending machines were added. Students are purchasing more Coca-Cola products as a result of the increased number of machines, their location and the ease of purchase.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

With the vending industry experiencing a decline in sales and the cost of production increasing, Houston Coca-Cola Bottling Company and other beverage partners are revisiting the sponsorship donations provided to clients. Houston Coca-Cola Bottling Company has experienced a 4.5% decrease in sales volume in its college and university customer base resulting in revised sponsorships and contract terms. New agreements now include a volume commitment component which measures volume throughout the course of the contract and sponsorship is paid based on reaching pre-defined levels.

With the change in sponsorship commitments from vending partners, it is in the College's financial interest to continue with the terms of our existing contract until we understand our enrollment trends and identify how these trends may affect vending sales volume and ultimately the scholarship support to the San Jacinto College Foundation.

**Purchase Request #4  
Regular Board Meeting April 6, 2015  
Consideration of Approval to Renew Contract for  
Beverage Vending and Pouring Rights**

The estimated annual expenditure for Coca-Cola products is \$87,500, generating an associated sales volume of \$146,000. The College earned over \$100,000 in commission revenue in Fiscal Year 2014 and anticipates earning approximately \$105,000 in Fiscal Year 2015.

**MONITORING AND REPORTING TIMELINE**

This renewal will exercise the second of five one-year contract renewal options available. The new contract term will be May 1, 2015 through April 30, 2016.

**ATTACHMENTS**

None

**RESOURCE PERSONNEL**

Hilda Boyce	281-991-2627	<a href="mailto:hilda.boyce@sjcd.edu">hilda.boyce@sjcd.edu</a>
Genie Freeman-Scholes	281-998-6349	<a href="mailto:genevieve.scholes@sjcd.edu">genevieve.scholes@sjcd.edu</a>

**ADMINISTRATION RECOMMENDATION/REPORT**

The Chancellor recommends the Board of Trustees approve an event license contract with the Houston Astros, pending final legal review and contract approval, as the venue for the December 2015 graduation ceremony.

**BACKGROUND**

This is a licensing agreement with the Houston Astros to host the College's fall commencement ceremony at Minute Maid Park on Sunday, December 13, 2015 at 2:00 PM. This is the second San Jacinto College commencement event held at Minute Maid Park and will serve graduating students from Summer and Fall 2015 semesters. The venue will easily accommodate guest seating of 10,000. The attendance at previous commencement events was estimated at 6,500 guests, 700 graduation participants, and 300 faculty.

The proposed contract was reviewed and amended by outside counsel and negotiations related to price, location and date have been finalized with only the liquidated damages clause remaining to be confirmed.

Leasing of an event venue is precluded from the competitive bidding requirements mandated by Chapter 44 of the Texas Education Code.

**IMPACT OF THIS ACTION**

The Fall 2015 commencement ceremony will host an estimated 800 student participants and their guests. If this agreement is not approved it will be necessary to locate another venue that will accommodate graduates, faculty and guests for the fall ceremony.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The estimated expenditure for this request is \$80,000. This expenditure will be funded by the Student Services department's 2014-2015 and 2015-2016 operating budgets.

**MONITORING AND REPORTING TIMELINE**

None

**ATTACHMENTS**

None

**RESOURCE PERSONNEL**

Joanna Zimmermann	281-476-1873	joanna.zimmermann@sjcd.edu
Kevin McKisson	281-476-1843	kevin.mckisson@sjcd.edu
Ann Kokx-Templet	281-998-6103	ann.kokx-templet@sjcd.edu

**Purchase Request #6**  
**Regular Board Meeting April 6, 2015**

**Consideration of Approval to Renew Contract for Snack Vending Services**

**ADMINISTRATION RECOMMENDATION/REPORT**

The Chancellor recommends that the Board of Trustees approve a renewal of the contract for snack vending services from McLiff Vending and Office Coffee Service.

**BACKGROUND**

A request for proposals, Project Number 09-25 was issued in 2009 to provide snack vending services for the College. The Board approved the original contract with McLiff Vending and Office Coffee in April 2009. Vending services are managed by the Auxiliary Services department and are structured as a revenue-generating service contract.

**IMPACT OF THIS ACTION**

McLiff has proven to be a responsive, innovative and customer oriented vendor offering the College convenient food at affordable prices. Like the industry, McLiff has evolved from the traditional coin operated vending machine by providing cashless vending options and has even installed modems that provide sales and service information in real time. Utilizing this information, McLiff created a schedule to service the College more effectively, achieving optimum efficiency and maximizing revenue to the College. McLiff continues to diversify their product mix proving successful as SJC customers continue to purchase from their machines rather than from other retail options.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

Unlike the vending industry which is now experiencing a down turn in sales, McLiff continues to generate income for the College. In FY 2014, commissions for snack vending totaled approximately \$60,000. The College is on track, annualizing revenue to-date, to recognize approximately \$70,000 in commissions in FY 2015. McLiff is a positive revenue source for the College and should continue to operate at the College with the approval of this contract extension.

**MONITORING AND REPORTING TIMELINE**

This renewal will exercise the second of five one-year contract renewal options available. The extended contract term will be April 13, 2015 through April 12, 2016.

**ATTACHMENTS**

None

**RESOURCE PERSONNEL**

Hilda Boyce	281-991-2627	Hilda.Boyce@sjcd.edu
Genie Freeman-Scholes	281-998-6349	Genevieve.Scholes@sjcd.edu



**Item "A"**  
**Regular Board Meeting April 6, 2015**  
**Approval of the Minutes for the March 2, 2015**  
**Board Workshop and Regular Board Meeting**

**RECOMMENDATION**

The Chancellor requests that the Board of Trustees approve the minutes for the March 2, 2015, Board Workshop and Regular Board Meeting.

**San Jacinto College District Board Workshop  
 March 2, 2015  
 District Administration Building, Suite 201**

**MINUTES**

	<b>Board Workshop Attendees:</b>	<b>Board Members:</b> Marie Flickinger, Brad Hance, Dan Mims, John Moon, Jr., Keith Sinor, Ruede Wheeler, Larry Wilson <b>Chancellor:</b> Brenda Hellyer <b>Others:</b> Clarence Grier, Ken Lynn, Mandi Reiland, Danny Snooks
	<b>Agenda Item:</b>	<b>Discussion/Information</b>
<b>I.</b>	<b>Call the Meeting to Order</b>	<b>Workshop began at 5:30 p.m.</b>
<b>II.</b>	<b>Roll Call of Board Members</b>	<b>Board Members:</b> Dan Mims, Marie Flickinger, Brad Hance, John Moon, Jr., Keith Sinor, Dr. Ruede Wheeler, Larry Wilson
<b>III.</b>	<b>Adjournment to closed or executive session pursuant to Texas Government Code Section 551.072, the Texas Open Meetings Act, for the following purposes:        Discuss Real Estate Options</b>	Adjourned to closed session at 5:31 p.m. Danny Snooks also in attendance for closed session.
<b>IV.</b>	<b>Reconvene in Open Meeting</b>	Reconvened in open meeting at 6:24 p.m.

<b>VI.</b>	<b>Election Update</b>	<p>Brenda Hellyer gave an update on the election. The three incumbents filed as well as one additional person. That person is not eligible to be a candidate on the ballot for the San Jacinto College Board of Trustees election because he is not a resident of the taxing district; he subsequently withdrew. Because of the timeline for posting the agenda for this board meeting and the end of the filing period, the election will not be cancelled at tonight's meeting. A special board meeting will be held on March 11, 2015 at 4:30 p.m. for the purpose of cancelling the election. A quorum must be present to hold this meeting.</p>
<p>Clarence Grier and Ken Lynn joined the meeting.</p>		
<b>V.</b>	<b>Bond Parameter Discussion</b>	<p>Ken Lynn introduced Clarence Grier who is with RBC Capital Markets. The interest rates in the bond market are favorable that some of the College's higher interest rate debt may be refundable at lower rates. Ken would like to get authorizations in place so that when the market and the interest rates are at the most advantageous levels, San Jacinto College can initiate a refunding transaction.</p> <p>Clarence provided a handout and gave an overview of the current market, existing debt and refunding parameters. Highlights include:</p> <ul style="list-style-type: none"> <li>• Interest rates are at some of the lowest rates in history, going back to 1961. This trend indicates that rates should be increasing in the future.</li> <li>• There is demand for quality municipal and government holdings.</li> <li>• San Jacinto College has a high grade and high quality rating for Moody's (Aa2) and Standard &amp; Poor's (AA).</li> <li>• San Jacinto College has \$284,729,848 of outstanding voted general obligation debt and \$3,315,000 of maintenance tax notes.</li> <li>• The Board is being asked to approve a parameter order authorizing the issuance of \$206 million of Limited Tax Obligation Refunding Bonds. Eligible bonds consist of series 2007, 2008, 2008a, 2009, and 2011. Thresholds for refunding include a minimum present value savings of 4% and negative arbitrage to present value savings ratio of 60% by maturity. Price of the bonds is not to be less than 90% of the original principle.</li> <li>• With the approval of the parameter order, the Attorney General will allow the College one year from the time of approval to sell and deliver the refunding bonds. This would allow the College to capitalize on favorable market opportunities.</li> </ul>

		<ul style="list-style-type: none"> <li>• An example analysis was provided (p. 14 of the handout).</li> </ul> <p>Marie Flickinger asked if we are going to save the \$2.3 million and what are the expenses costing us.</p> <p>Clarence responded that the net present value of projected savings is \$1.9 million and is net of all costs.</p> <p>Marie asked for a breakdown of the fees associated with the refunding transaction. Clarence will send this to the Chancellor.</p> <p>The proposed action item is for the refunding based on meeting the six parameters.</p> <p>John Moon, Jr. asked if we will get updates on this.</p> <p>Ken Lynn explained that every time a transaction is complete it will come back to the Board for ratification.</p>
Clarence Grier and Ken Lynn left the meeting.		
<b>VII.</b>	<b>Legislative Update</b>	<p>Brenda Hellyer gave a legislative update.</p> <ul style="list-style-type: none"> <li>• Proposed property tax revenue reductions, exemption increases, and the impact on community colleges are being monitored.</li> <li>• Concealed guns- There is no local option for higher education. Concealed handguns would be prohibited at daycares but that does not work with our dual credit and Early College High School programs. Brenda is working with legislators and school district superintendents on this issue.</li> <li>• Common course numbering- Senator Taylor has sponsored the Senate bill for this issue.</li> </ul> <p>Brenda will have an update at the next board workshop.</p>
<b>VIII.</b>	<b>Calendar</b>	<p>Brenda referenced the yellow handout and asked that the Board members fill out their availability and return to Mandi.</p> <p>Brenda Hellyer went over the Board calendar:</p> <ul style="list-style-type: none"> <li>• 3/11 Special Board Meeting at 4:30 p.m.</li> <li>• 3/12 South Channel Region Chamber Luncheon</li> <li>• 3/12 Mindtrekkers VIP Luncheon</li> <li>• 3/25 La Porte Bayshore Chamber State of the City Luncheon</li> <li>• 4/6 Board Retreat 3:00 – 5:15 pm</li> <li>• 4/9 Houston Hispanic Chamber of Commerce Luncheon and Business Expo</li> <li>• 4/10 Service Awards Dinner</li> </ul>

<b>IX.</b>	<b>General Discussion of Meeting Items</b>	There were no items discussed.
<b>X.</b>	<b>Adjournment</b>	<b>Workshop adjourned at 6:52 p.m.</b>

**San Jacinto College District  
Board Meeting Minutes**

**March 2, 2015**

**The Board of Trustees of the San Jacinto Community College District met at 7:00 p.m., Monday, March 2, 2015, 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  
Brad Hance  
Dan Mims, Chair  
John Moon, Jr., Secretary  
Keith Sinor, Assistant Secretary  
Dr. Ruede Wheeler  
Larry Wilson, Vice Chair

**Chancellor:** Brenda Hellyer

**Others Present:**

Sandra Alaniz	Robert Merino
Amy Ammerman	Kerry Mix
Richard Bailey	Kevin Morris
Pam Campbell	Catherine O'Brien
Thea Curry-Fuson	Alexander Okwonna
Suzanne DeBlanc	Jeff Parks
George González	Mary Ann Perez
Ludith González	Bill Raffetto
Rebecca Goosen	Mandi Reiland
Allatia Harris	Shelley Rinehart
Joseph Hebert	Daniel Rivers
Emilia Herrera	Tom Sage
Clare Iannelli	Shawn Silman
Dirk Johnston	Debbie Smith
Brenda Jones	Rob Stanicic
Michael Kane	Steve Trncak
Ruth Keenan	Eddie Weller
Tami Kelly	Van Wigginton
Ann Kokx-Templet	Laurel Williamson
Larry Logsdon	Craig Zimmerman
Marco Lozano	Joanna Zimmerman
Ken Lynn	Robert Merino
Kevin McKisson	Kerry Mix

<b>Call the Meeting to order:</b>	Chair Dan Mims called the regular meeting of the Board of Trustees to order at 7:01 p.m.
<b>Roll Call of Board Members:</b>	Marie Flickinger Brad Hance John Moon, Jr. Keith Sinor Dr. Ruede Wheeler Larry Wilson
<b>Invocation and Pledges to the Flags:</b>	The invocation was given by Dr. Catherine O'Brien. The pledges to the American flag and the Texas flag were led by Keith Sinor.
<b>Special Announcements, Recognitions, and Presentations:</b>	<ol style="list-style-type: none"> <li>1. The Honorable Mary Ann Perez presented a Resolution to San Jacinto College.</li> <li>2. Dr. Eddie Weller recognized the Honors Program students that were selected for the National Conference on Undergraduate Research. The students recognized were Emilia Herrera, Dirk Johnston, and Danielle Rivers.</li> <li>3. Dr. Allatia Harris recognized Chevron Phillips Chemical Company and the Junior Achievement Organization.</li> </ol>
<b>Student Success Presentation:</b>	<ol style="list-style-type: none"> <li>1. George González presented the Fall 2014 Course Retention and Success Report.</li> <li>2. Robert Merino presented an update on Aid Like a Paycheck.</li> </ol>
<b>Communications to the Board:</b>	<ol style="list-style-type: none"> <li>1. A thank you note was sent to the Board from Lori Barbay for the plant sent in memory of her step mother, Mary Melcer.</li> <li>2. A thank you note was sent to the Board from Eileen Brightwell for the plant sent in memory of her husband, Proctor Brightwell.</li> <li>3. A thank you note was sent to the Board from Telishia Long for the plant sent in memory of her grandmother, Katherine Walker.</li> <li>4. A thank you note was sent to the Board from Michael Milton for the plant sent in memory of his wife, Claudia Milton.</li> <li>5. A thank you note was sent to the Board from Della Moon for the plant sent in memory of her mother, Margie Adams Jones.</li> <li>6. A thank you note was sent to the Board from Mary Ann Monteilh for the plant sent in memory of her mother, Alma Lee Marthieo.</li> </ol>
<b>Hearing of Such Citizens or Groups of Citizens Desiring to be Heard Before the Board:</b>	There were no citizens desiring to be heard before the Board.

**Informative Reports:**

Dan Mims indicated such reports were in the board documents.

**Motion 9604  
Consideration of Approval of Amendment to the 2014-2015 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 the Amendment to the 2014-2015 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants.

**Motion Carried.**

**Yeas:** Hance, Flickinger, Moon, Jr., Sinor, Wilson, Wheeler

**Nays:** None

**Motion 9605  
Adopt an Order Authorizing the Issuance of San Jacinto Community College District Limited Tax General Obligation Refunding Bonds; Setting Certain Parameters for the Bonds; Authorizing the Vice Chancellor of Fiscal Affairs to Approve the Amount, the Interest Rate, Price, Including the Terms Thereof and Certain Other Procedures and Provisions Related Thereto**

Motion was made by John Moon, Jr. seconded by Keith Sinor, for approval to Adopt an Order Authorizing the Issuance of San Jacinto Community College District Limited Tax General Obligation Refunding Bonds; Setting Certain Parameters for the Bonds; Authorizing the Vice Chancellor of Fiscal Affairs to Approve the Amount, the Interest Rate, Price, Including the Terms Thereof and Certain Other Procedures and Provisions Related Thereto.

**Motion Carried.**

**Yeas:** Hance, Flickinger, Moon, Jr., Sinor, Wilson, Wheeler

**Nays:** None

**Motion 9606  
Consideration of Approval of Interlocal Agreement with Austin, Houston, El Paso, McLennan, Lone Star**

Motion was made by Marie Flickinger, seconded by John Moon, Jr., for approval of an Interlocal Agreement with Austin, Houston, El Paso, McLennan, Lone Star Community Colleges and Oklahoma State University.

**Motion Carried.**

**Yeas:** Hance, Flickinger, Moon, Jr., Sinor, Wilson, Wheeler



**Community  
Colleges and  
Oklahoma State  
University**

**Nays:** None

**Motion 9607  
Authorization for  
the Chancellor to  
Negotiate Real  
Estate Transaction  
Based on  
Parameters  
Established by the  
Board of Trustees**

Motion was made by Dr. Ruede Wheeler, seconded by Keith Sinor, for approval to Authorize the Chancellor to Negotiate Real Estate Transaction Based on Parameters Established by the Board of Trustees.

**Motion Carried.**

**Yeas:** Flickinger, Moon, Jr., Sinor, Wheeler

**Nays:** Hance, Wilson

**Motion 9608  
Consideration of  
Purchasing  
Requests**

Motion was made by Dr. Ruede Wheeler, seconded by John Moon, Jr. for approval of the purchasing requests.

RFP 15-06

Asphalt and Concrete Services

\$75,000

**Total:**

**\$75,000**

**Motion Carried.**

**Yeas:** Hance, Flickinger, Moon, Jr., Sinor, Wilson, Wheeler

**Nays:** None

**Motion 9609  
Consent Agenda**

Motion was made by Larry Wilson, seconded by Keith Sinor, to approve the consent agenda.

**Motion Carried.**

**Yeas:** Hance, Flickinger, Moon, Jr., Sinor, Wilson, Wheeler

**Nays:** None

**Adjournment:**

Meeting Adjourned at 7:42 p.m.

**Item "B"**  
**Regular Board Meeting April 6, 2015**  
**Approval of the Minutes for the March 11, 2015**  
**Special Board Meeting**

**RECOMMENDATION**

The Chancellor requests that the Board of Trustees approve the minutes for the March 11, 2015, Special Board Meeting.

**San Jacinto College District  
Board Meeting Minutes**

**March 11, 2015**

**The Board of Trustees of the San Jacinto Community College District met at 4:30 p.m., Wednesday, March 11, 2015, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas, for the Regular Board Meeting.**

**Board of Trustees:** Brad Hance  
Dan Mims, Chair  
John Moon, Jr., Secretary  
Keith Sinor, Assistant Secretary  
Dr. Ruede Wheeler

**Absent:** Marie Flickinger  
Larry Wilson, Vice Chair

**Chancellor:** Brenda Hellyer

**Others Present:** Kerri Burch  
Ginger Lambert  
Ken Lynn  
Mandi Reiland  
Daniel Snooks

**Call the Meeting to order:** Chair Dan Mims called the regular meeting of the Board of Trustees to order at 4:31 p.m.

**Roll Call of Board Members:** Brad Hance  
John Moon, Jr.  
Keith Sinor  
Dr. Ruede Wheeler

Absent: Marie Flickinger and Larry Wilson

**Motion 9610 Consideration of Approval of an Order of** Motion was made by Keith Sinor, seconded by John Moon, Jr. for approval of an Order of Cancellation for the San Jacinto Community District Trustees Election.

**Cancellation for the San Jacinto** **Motion Carried.**

**Community District Trustees Election** **Yeas:** Hance, Moon, Jr., Sinor, Wheeler  
**Nays:** None

**Adjournment:** Meeting Adjourned at 4:32 p.m.

## **ADMINISTRATION RECOMMENDATION/REPORT**

The Chancellor recommends that the Board of Trustees approve budget transfers for 2014-2015 which have been made in accordance with State accounting procedures.

### **BACKGROUND**

Adoption of the budget by the Board of Trustees in August 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 viable 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**

Ken Lynn	281-998-6306	kenneth.lynn@sjcd.edu
Mini Izaguirre	281-998-6347	mini.izaguirre@sjcd.edu

SAN JACINTO COLLEGE DISTRICT  
 Budget Transfers For The April 6, 2015 Board Meeting  
 Budget Transfers Related to Fiscal Year 2014 - 2015

ELEMENT OF COST	DEBIT	CREDIT
<b>DISTRICT</b>		
INSTRUCTION	-	-
PUBLIC SERVICE	-	-
ACADEMIC SUPPORT	-	1,100
STUDENT SERVICES	1,700	42,045
INSTITUTIONAL SUPPORT	21,062	3,036
PHYSICAL PLANT	39,120	-
AUXILIARY ENTERPRISES	3,032	107
<b>CENTRAL</b>		
INSTRUCTION	-	-
PUBLIC SERVICE	-	-
ACADEMIC SUPPORT	-	11,062
STUDENT SERVICES	-	-
INSTITUTIONAL SUPPORT	10,000	-
PHYSICAL PLANT	-	-
AUXILIARY ENTERPRISES	-	-
<b>NORTH</b>		
INSTRUCTION	704	-
PUBLIC SERVICE	-	-
ACADEMIC SUPPORT	-	10,000
STUDENT SERVICES	-	-
INSTITUTIONAL SUPPORT	-	-
PHYSICAL PLANT	-	-
AUXILIARY ENTERPRISES	-	-
<b>SOUTH</b>		
INSTRUCTION	15,925	-
PUBLIC SERVICE	-	-
ACADEMIC SUPPORT	10,000	25,122
STUDENT SERVICES	930	-
INSTITUTIONAL SUPPORT	-	10,000
PHYSICAL PLANT	-	-
AUXILIARY ENTERPRISES	-	-
	<b>102,472</b>	<b>102,472</b>

**RECOMMENDATION**

Recommend Board approval of the following Affiliation Agreements:

**Central Campus**

Department

Associate Degree Nursing  
Medical Imaging-Health Science  
Health Science

Affiliation Entity

Texas Children's Hospital  
KPH-Consolidation dba Kingwood Medical  
TIRR Memorial Hermann Hospital

**South Campus**

Department

Pharmacy Technician Program  
(South Campus and North Campus)

Affiliation Entity

Memorial Hermann Southwest Hospital

**North Campus**

Vocational Nursing  
Health Information Management

Dow Emergency  
Omega Medical Billing & Coding

**RATIONALE**

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

**FISCAL IMPLICATIONS TO THE COLLEGE**

N/A

**CONTACT PERSONNEL**

Daniel J. Snooks, Attorney

Laurel Williamson

281-998-6184

laurel.williamson@sjcd.edu

**Item “F”**  
**Regular Board Meeting April 6, 2015**  
**Approval of the Next Regularly Scheduled Meeting**

**RECOMMENDATION**

The next regularly scheduled meeting of the Board of Trustees will be Monday, May 4, 2015.