

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

**May 6, 2019**

**The Board of Trustees of the San Jacinto Community College District met at 7:00 p.m., Monday, May 6, 2019, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas, for the Regular Board Meeting.**

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

**Chancellor:** Brenda Hellyer

**Others Present:**

|                      |                     |                     |
|----------------------|---------------------|---------------------|
| Wael Abushammala     | George González     | Sofia Puerto Cruz   |
| Debra Acuff          | Rebecca Goosen      | Bill Raffetto       |
| Harold Armstrong     | Jim Griffin         | James Ragaisis      |
| Amy Austin           | Kevin Hale          | Sandra Ramirez      |
| Joshua Banks         | Sean Ham            | Sherilyn Reynolds   |
| Dean Barnes          | Allatia Harris      | Heather Rhodes      |
| Dana Belt            | Madeeha Haryani     | Kay Richardson      |
| Lee Benjamins        | Joseph Hebert       | Shelley Rinehart    |
| Pamela Betts         | Luis Hernandez      | Martha Robertson    |
| Allen Bourque        | Clare Iannelli      | Lorenzo Rodriguez   |
| Kim Brown            | Mini Izaguirre      | Porfirio Salas      |
| Michelle Callaway    | Sallie Kay Janes    | Becky Shuttlesworth |
| Pam Campbell         | Brenda Jones        | Hannah Simmons      |
| Cristina Cárdenas    | Ruth Keenan         | Debbie Smith        |
| David Castillo       | Kendall Kelledy     | Tyler Smith         |
| Janet Cowey          | Tami Kelly          | Danny Snooks        |
| Teri Crawford        | Grace Kelly         | Rob Stanicic        |
| Suzanne De Blanc     | Ann Kokx-Templet    | Mika Stelly         |
| Dawson Dreiling      | Helen LaCour        | Daniel Stevenson    |
| Chris Duke           | Angel Luna          | Janice Sullivan     |
| Connie Duren         | Dominique Massicott | Ann Tate            |
| Teddy Farias         | Kristy McAuliffe    | Anthony Trevino     |
| Ben Ficklin          | Kevin McKisson      | Andrea Vasquez      |
| Pandora Freestone    | Bryan Monge         | Alexis Vest         |
| Stephanie Funderburg | Kevin Morris        | Roger Watkins       |
| Juan Garcia          | Roxanne Newton      | Niki Whiteside      |
| Chad Gardner         | Shaun Newton        | Van Wigginton       |
| Scott Gernander      | Alexander Okwonna   | Kathleen Williamson |
| Dipti Giri           | Kylie Owens         | Laurel Williamson   |
| J.P. Goins           | Sara Perry          | Teri Zamora         |

|  |   |
|--|---|
| <b>Call the Meeting to order:</b>  | Chair Marie Flickinger called the Regular Meeting of the Board of Trustees to order at 7:01 p.m.  |
| <b>Roll Call of Board Members:</b>   | Erica Davis Rouse (absent)<br>Dan Mims<br>John Moon, Jr.<br>Keith Sinor<br>Dr. Ruede Wheeler<br>Larry Wilson  |
| <b>Invocation and Pledges to the Flags:</b>  | The invocation was given by Dr. Alexander Okwonna. The pledges to the American flag and the Texas flag were led by John Moon, Jr.   |
| <b>Special Announcements, Recognitions, Introductions, and Presentations:</b>                | <ol style="list-style-type: none"> <li>1. Dr. Brenda Jones and Van Wigginton recognized the South and Central campus student Phi Beta Lambda State competition winners and their sponsors.</li> <li>2. Dr. Brenda Jones, Van Wigginton, and Dr. Bill Raffetto recognized the student SkillsUSA winners and their sponsors.</li> <li>3. Faculty Senate President Cristina Cardenas presented the Faculty Senate 2018-2019 update.</li> </ol> |
| <b>Student Success Presentations:</b>  | <ol style="list-style-type: none"> <li>1. Niki Whiteside provided an update on lowering costs of course materials.</li> <li>2. Michelle Callaway presented an update on the KPI Dashboard – Headcount Spring 2019.</li> </ol>   |
| <b>Communications to the Board:</b>  | <ol style="list-style-type: none"> <li>1. A copy of the May Opportunity News was distributed.</li> </ol>  |
| <b>Hearing of Such Citizens or Groups of Citizens Desiring to be Heard Before the Board:</b> | There were no citizens requesting to be heard before the Board.   |
| <b>Informative Reports:</b>  | <p>Chair Marie Flickinger indicated such reports were in the Board documents and online.</p> <ol style="list-style-type: none"> <li>A. San Jacinto College Financial Statements</li> <li>B. San Jacinto College Foundation Financial Statements</li> <li>C. Capital Improvement Program</li> <li>D. San Jacinto College Building Committee Minutes</li> </ol>   |
| <b>Motion 9958 Consideration of Approval of Amendment to</b>                                 | Motion was made by Larry Wilson, seconded by John Moon, Jr., for approval of Amendment to the 2018-2019 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants.  |

**the 2018-2019  
Budget for  
Restricted  
Revenue and  
Expenses  
Relating to  
Federal and  
State Grants**

**Motion Carried.**

**Yeas:** Mims, Moon, Jr., Sinor, Wheeler, Wilson  
**Nays:** None

**Motion 9959  
Consideration of  
Approval of  
Policy  
III.3006.A, Use  
of Recording  
Devices by  
Employees and  
Students –  
Second Reading**

Motion was made by Keith Sinor, seconded by Dr. Ruede Wheeler, for of Approval of Policy III.3006.A, Use of Recording Devices by Employees an Students – Second Reading.

**Motion Carried.**

**Yeas:** Mims, Moon, Jr., Sinor, Wheeler, Wilson  
**Nays:** None

**Motion 9960  
Consideration of  
Approval of  
Resolution to  
Authorize Early  
Additional  
Penalty for  
Collection Costs  
under Section  
33.11 of the  
Texas Tax Code**

Motion was made by John Moon, Jr., seconded by Dan Mims for approval of Resolution to Authorize Early Additional Penalty for Collection Costs under Section 33.11 of the Texas Tax Code.

**Motion Carried.**

**Yeas:** Mims, Moon, Jr., Sinor, Wheeler, Wilson  
**Nays:** None

**Motion 9961  
Consideration of  
Approval of  
Non-Credit  
Course  
Enrollment  
Charges**

Motion was made Dr. Ruede Wheeler, seconded by Larry Wilson, for approval of Non-Credit Course Enrollment Charges.

**Motion Carried.**

**Yeas:** Mims, Moon, Jr., Sinor, Wheeler, Wilson  
**Nays:** None

**Motion 9962  
Consideration of  
Approval of the  
New Vision  
Statement,  
Mission**

Motion was made by John Moon, Jr., seconded by Keith Sinor for approval of the New Vision Statement, Mission Statement, Values, and 2019-2024 Strategic Plan and Restatement and Placement of the One College Vision for San Jacinto College.

**Statement,  
Values, and  
2019-2024  
Strategic Plan  
and Restatement  
and Placement  
of the One  
College Vision  
for San Jacinto  
College**

**Motion Carried.**

**Yeas:** Mims, Moon, Jr., Sinor, Wheeler, Wilson  
**Nays:** None

**Motion 9963  
Consideration of  
Purchasing  
Requests**

Motion was made by Dan Mims, seconded by John Moon, Jr. for approval of the purchasing requests.

|   |             |
|---|-------------|
| CSP 19-14<br>Contract for South Campus S-8 Roof Replacement   | \$1,278,374 |
| CSP 19-17<br>Contract for South Campus Electrical Infrastructure Upgrades   | 2,191,287   |
| Purchase Request #1<br>Method of Procurement for South Campus Jones Building Renovation                           | -           |
| Purchase Request #2<br>Method of Procurement for Access-Security Vehicle Gates                                    | -           |
| Purchase Request #3<br>Additional Funds for Architectural Services for Central Campus Davison Building Renovation | 37,400      |
| Purchase Request #4<br>Additional Funds for Architectural Services for 2015 Bond Projects                         | 138,461     |
| Purchase Request #5<br>Additional Funds for Civil Engineering for South Campus Domestic Water Upgrades            | 71,000      |
| Purchase Request #6<br>Funding for Job Order Contracting  | 125,000     |
| Purchase Request #7<br>Contract for Architectural Design Services for College Accessibility Assessment            | 115,000     |
| Purchase Request #8<br>Renew Contract for NCLEX Review Course Services  | 250,000     |
| Purchase Request #9   |             |

|   |               |
|---|---------------|
| Renew Contract for Electrical Maintenance Services  | 200,000       |
| Purchase Request #10<br>Additional Funds for Computer Equipment Maintenance and<br>Technology Support | 200,000       |
| Purchase Request #11<br>Renew Contract for Online Registration Software                               | 136,200       |
| Purchase Request #12<br>Additional Funds for Course and Curriculum Catalog Software                   | 116,000       |
| Purchase Request #13<br>Purchase Graduation Event License   | 110,075       |
| Purchase Request #14<br>Additional Funds and Contract Renewal for Landscaping Services                | 669,000       |
| Purchase Request #15<br>Purchase Scholarship Management and Donor Software                            | 80,000        |
| Purchase Request #16<br>Additional Funds for IT Equipment, Software and Services                      | 30,000        |
| Purchase Request #17<br>Additional Funds for Media Buying and Placement Services                      | 16,500        |
| Purchase Request #18<br>Amend Contract for Collection of Ad Valorem Taxes                             | -             |
| Purchase Request #19<br>Method of Procurement for Houston Aerospace Support Center                    | -             |
| Purchase Request #20<br>Additional Funds for Casualty Insurance Coverage                              | <u>31,078</u> |
| TOTAL OF PURCHASE REQUESTS  | \$5,795,375   |

**Motion Carried.**

**Yeas:** Mims, Moon, Jr., Sinor, Wheeler, Wilson

**Nays:** None

**Motion 9964  
Consent Agenda**

Motion was made by Larry Wilson, seconded by Dr. Ruede Wheeler, to approve the consent agenda.

- A. Approval of the Minutes for the April 8, 2019 Board Workshop and Regular Board Meeting
- B. Approval of the Minutes for the April 12, 2019 Board Strategic Planning Retreat
- C. Approval of the Minutes from the April 16, 2019 Special Board Meeting
- D. Approval of the Budget Transfers
- E. Approval of Personnel Recommendations, Extra Service Agreements (ESA), 2018-2019 Part-Time Hourly Rate Schedule, and 2019-2020 Faculty Contracts
- F. Approval of the Affiliation Agreements
- G. Approval of the Next Regularly Scheduled Meeting

**Motion Carried.**

**Yeas:** Mims, Moon, Jr., Sinor, Wheeler, Wilson

**Nays:** None

**Items for  
Discussion/  
Possible Action**

There were no additional items discussed.

**Adjournment:** Meeting Adjourned at 8:01 p.m.