

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

**September 10, 2018**

**The Board of Trustees of the San Jacinto Community College District met at 7:00 p.m., Monday, September 10, 2018, 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  
Marie Flickinger, Chair  
Dan Mims, Vice Chair  
John Moon, Jr.  
Keith Sinor, Secretary  
Dr. Ruede Wheeler  
Larry Wilson

**Chancellor:** Brenda Hellyer

**Others Present:**

Tom Atwell	Mini Izaguirre	Janice Sullivan
Joshua Banks	Sallie Kay Janes	Steve Trncak
Rhonda Bell	Brenda Jones	Niki Whiteside
Lee Benjamins	Bryan Jones	Van Wigginton
Michelle Callaway	Tami Kelly	Christopher Wild
Pam Campbell	Ann Kokx-Templet	Laurel Williamson
Cristina Cárdenas	Patsy Laredo	Teri Zamora
Taylor Carnahan	Jeff McGee	Craig Zimmerman
Janet Cowey	Kevin McKisson	
Teri Crawford	Kevin Morris	
Suzanne DeBlanc	Lauri Moser	
Bill Dickerson	Alexander Okwonna	
Chris Duke	Bill Raffetto	
Dianne Duron	Laria Redjimi	
Maria Fargo	Heather Rhodes	
Amanda Fenwick	Martha Robertson	
Rachel Garcia	Genie Scholes	
Scott Gernander	Jim Scholes	
George González	Brandon Smith	
Jim Griffin	Deborah Smith	
Allatia Harris	Danny Snooks	
Rosselle Helms	Rob Stanicic	

**Call the Meeting to order:** Chair Marie Flickinger called the Regular Meeting of the Board of Trustees to order at 7:05 p.m.

<b>Roll Call of Board Members:</b>	Erica Davis Rouse Dan Mims John Moon, Jr. Keith Sinor Dr. Ruede Wheeler Larry Wilson
<b>Invocation and Pledges to the Flags:</b>	The invocation was given by Dr. Bill Raffetto. The pledges to the American flag and the Texas flag were led by Dan Mims.
<b>Special Announcements, Recognitions, Introductions, and Presentations:</b>	<ol style="list-style-type: none"> <li>1. Van Wigginton recognized Dr. Rachel Garcia for Receiving the 2018 Outstanding Women in Texas Government Award.</li> <li>2. Teri Zamora recognized the Purchasing Department for Receiving the 2018 Achievement of Excellence in Procurement Award.</li> <li>3. Dr. Laurel Williamson introduced Jeffrey McGee and Cristina Cardenas to provide a presentation on the one-college mace.</li> </ol>
<b>Student Success Presentations:</b>	Dr. Brenda Jones introduced Dr. Alexander Okwonna, Dr. Christopher Wild, and Dr. Radia Redjimi to provide an overview of the STEM Council 2016-2017 Annual Report. Dr. Redjimi recognized student Taylor Carnahan.
<b>Communications to the Board:</b>	<ol style="list-style-type: none"> <li>1. A copy of the Opportunity News was provided to each Board member.</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.
<b>Informative Reports:</b>	Chair Marie Flickinger indicated such reports were in the Board documents and online. <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> <li>E. San Jacinto College Finance Committee Minutes</li> </ol>

**Motion 9894**  
**Consideration of**  
**Approval of**  
**Amendment to**  
**the 2018-2019**  
**Budget for**  
**Restricted**  
**Revenue and**  
**Expenses**  
**Relating to**  
**Federal and**  
**State Grants**

Motion was made by Larry Wilson, seconded by Dr. Ruede Wheeler, for approval of Amendment to the 2018-2019 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants.

**Motion Carried.**

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

**Motion 9895**  
**Consideration of**  
**Approval for**  
**Course Material**  
**Costs**

Motion was made by Erica Davis Rouse, seconded by John Moon, Jr., for Approval for Course Material Costs.

**Motion Carried.**

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

**Motion 9896**  
**Consideration of**  
**Adoption of**  
**Authorized**  
**Broker/Dealer**  
**List**

Motion was made by Dan Mims, seconded by Keith Sinor for approval of Adoption of Authorized Broker/Dealer List.

**Motion Carried.**

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

**Motion 9897**  
**Consideration of**  
**Approval of**  
**Policy**  
**III.3000.A,**  
**Campus Carry –**  
**Second Reading**

Motion was made John Moon, Jr., seconded by Dr. Ruede Wheeler, for Approval of Policy III.3000.A, Campus Carry – Second Reading.

**Motion Carried.**

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

**Motion 9898**  
**Consideration of**  
**Approval of**  
**Policy**  
**III.3001.B,**  
**Finance**  
**Standards -**  
**Second Reading**

Motion was made by Keith Sinor, seconded by Erica Davis Rouse, for Approval of Policy III.3001.B, Finance Standards - Second Reading.

**Motion Carried.**

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

**Consideration of Approval of Policy #, Ethical Conduct and Conflicts of Interest – First Reading** Informational Item on Policy #, Ethical Conduct and Conflicts of Interest – First Reading.  
**No vote needed.**

**Consideration of Approval of Policy #, Outside Employment – First Reading** Informational Item on Policy #, Outside Employment – First Reading.  
**No vote needed.**

**Consideration of Approval of Policy #, Prevention of Fraud and Fraudulent Actions – First Reading** Informational Item on Policy #, Prevention of Fraud and Fraudulent Actions – First Reading.  
**No vote needed.**

**Consideration of Approval of Policy #, Protection from Retaliation for Reporting Suspected Wrongdoing – First Reading** Informational Item on Policy #, Protection from Retaliation for Reporting Suspected Wrongdoing – First Reading.  
**No vote needed.**

**Consideration of Approval of Policy #, Payroll – First Reading** Informational Item on Policy #, Payroll – First Reading.  
**No vote needed.**

**Consideration of Approval of Policy #, Auditing Courses – First Reading** Informational Item on Policy #, Auditing Courses – First Reading.  
**No vote needed.**

**Consideration of Approval of Policy #, Student Attendance – First Reading** Informational Item on Policy #, Student Attendance – First Reading.  
**No vote needed.**

**Motion 9899 Consideration of Authorization to Plan, Develop, & Construct New Facility Located at Generation Park** Motion was made by Dan Mims, seconded by John Moon, Jr., for Authorization to Plan, Develop, & Construct New Facility Located at Generation Park.  
 Larry Wilson, Erica Davis Rouse, and Marie Flickinger commented prior to the vote being taken.  
**Motion Carried.**

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

**Motion 9900 Consideration of Purchasing Requests** Motion was made by Dan Mims, seconded by Dr. Ruede Wheeler, for approval of the purchasing requests.

CMR #18-37 Contract for Construction Manager-at-Risk for Renovation of North Campus Wheeler, Brightwell, Spencer, Burluson Buildings	\$2,348,588
CMR #18-40 Contract for Construction Manager-at-Risk for Renovation of South Campus Longenecker Building	1,328,137
CMR #18-41 Contract for Construction Manager-at-Risk for Renovation of South Campus Academic Buildings	694,969
IFB #19-04 Purchase Delta V Equipment	110,429
IFB #19-05 Purchase Maintenance Training Simulator Platforms	1,162,000

Purchase Request #1 Contract for Architectural Services for Renovation of North Campus Wheeler, Brightwell, Spencer Buildings (N-10, N-9, N-8)	1,608,610
Purchase Request #2 Contract for Architectural Services for College Wayfinding Signage Project	84,000
Purchase Request #3 Contract for Additional Engineering Services for the Central Campus Petrochemical Process Training Unit (pgs. 20-21)	88,200
Purchase Request #4 Purchase Dell Laptops	800,000
Purchase Request #5 Purchase Graduation Event License	109,375
Purchase Request #6 Annual Expenditures for Video Production Services	60,000
Purchase Request #7 Purchase Lifecycle Dynamic Simulator Equipment	<u>496,999</u>
<b>TOTAL OF PURCHASE REQUESTS</b>	<b>\$8,891,307</b>

**Motion Carried.**

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

**Nays:** None

**Motion 9901  
Consent Agenda**

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

- A. Approval of the Minutes for the August 6, 2018 Board Workshop and Regular Board Meeting
- B. Approval of the Budget Transfers
- C. Approval of Personnel Recommendations and 2018-2019 Part-Time Hourly Rate Schedule
- D. Approval of the Affiliation Agreements
- E. Approval of the Next Regularly Scheduled Meeting

**Motion Carried.**

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

**Nays:** None

**Items for  
Discussion/  
Possible Action**

There were no additional items discussed.

**Adjournment:**

Meeting Adjourned at 7:53 p.m.