

***Board of Trustees  
Meeting***

***May 5, 2025***

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

The Board of Trustees of the San Jacinto Community College District will meet for a Board workshop at 4:45 p.m., Monday, May 5, 2025, in Room 201 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

The live-stream of this meeting can be accessed as follows:  
[www.sanjac.edu/about/board-trustees/board-meeting-videos](http://www.sanjac.edu/about/board-trustees/board-meeting-videos)

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

**BOARD WORKSHOP  
AGENDA**

**I. Call the Meeting to Order**

**II. Roll Call of Board Members**

**III. Adjournment to closed or executive session pursuant to Texas Government Code Section 551.071 and 551.074 of the Texas Open Meetings Act, for the following purposes:**

**A. Legal Matters - For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized by law.**

**B. Personnel Matters - For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee.**

**IV. Reconvene in Open Meeting**

**V. Overview of Employer of Record Services**

**VI. Review Legislative Update and Advocacy Efforts**

**VII. Update on Enrollment - Summer 2025**

**VIII. Update on Board Election**

**IX. Fiscal Year 2025 Budget Process Update**

**X. Discuss the Possible Termination of the Student Success Fund Management Agreement With San Jacinto College Foundation**

**XI. Discuss Strategies and Support of Artificial Intelligence**

**XII. Discuss Strategic Planning**

**XIII. Update on Graduation Venues**

**XIV. Review of Calendar**

**XV. General Discussion of Meeting Items**

**A. Additional Purchasing Support Documents**

**XVI. Adjournment**

#### Additional Closed Session Authority

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

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

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

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

Section 551.074 – For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee.

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

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

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

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

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

#### Certification as to Posting or Giving of Notice

On this day, May 2, 2025, this notice was posted to the College’s website, on a bulletin board located at a place convenient to the public at the administrative building of the San Jacinto Community College District, 4624 Fairmont Parkway, Pasadena, Texas, and is readily accessible to the public upon request.

---

Brenda Hellyer, Ed.D.

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

The Board of Trustees of the San Jacinto Community College District will meet for a regularly scheduled Board meeting at 7:00 p.m. on Monday, May 5, 2025, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

The live-stream of this meeting can be accessed as follows:  
[www.sanjac.edu/about/board-trustees/board-meeting-videos](http://www.sanjac.edu/about/board-trustees/board-meeting-videos)

An electronic copy of the agenda packet is available on the College's website as follows:  
[www.sanjac.edu/about/board-trustees/#Board\\_of\\_trustees\\_meetings](http://www.sanjac.edu/about/board-trustees/#Board_of_trustees_meetings)

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

A link to a public comments form is available at: [www.sanjac.edu/request-speak-to-board](http://www.sanjac.edu/request-speak-to-board)  
The form must be completed prior to 11:00 a.m. on May 5, 2025. After completion of the form, the requestor will be contacted with further instructions. Registered participants will be allotted five minutes to address the Board of Trustees during the "Public Comment" portion of the meeting. Discussion shall be addressed to the Board Chair and the entire membership of the Board. Discussion shall be limited solely to the matter indicated on the request form. Members of the Board of Trustees and/or administration may not comment or deliberate during a public comment period at the meeting except to state that the Chancellor or designee may follow-up, when appropriate.

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

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

**BOARD MEETING  
AGENDA**

**I. Call the Meeting to Order**

**II. Roll Call of Board Members**

**III. Invocation and Pledge to the Flags**

**IV. Special Announcements, Recognitions, Introductions, and Presentations**

**A. Recognition of the San Jacinto College Phi Theta Chapters**

Presenters: Aaron Knight, Alexander Okwonna, and Van Wigginton

**B. Recognition of Annette Zapata for the Hispanic Association of Colleges and Universities Don Quixote de La Mancha Scholarship**

Presenter: Aaron Knight

**C. Presentation of the Governor's Education Champion Award for the See to Succeed Service Learning Initiative**

Presenter: Van Wigginton

**D. Recognition of Monument Awards**

Presenter: Sandra Ramirez

**1. CRM Implementation Team - Target X**

Presenter: Joanna Zimmermann

**2. Center for Academic Excellence-Cyber Defense Team**

Presenter: Kevin Morris

**E. Recognition of the 2024 – 2025 Honoraria Recipients**

Presenters: Kevin Morris and Suzanne DeBlanc

**V. Student Success Presentations**

**A. Student Achievement Measures Update**

Presenter: George González

**VI. Communications to the Board of Trustees**

**VII. Public Comment**

**VIII. Informative Reports to the Board**

**A. San Jacinto College Financial Statements**

**1. San Jacinto College Monthly Financial Statements**

**2. San Jacinto College Monthly Investment Reports**

**B. San Jacinto College Foundation Financial Statements**

**C. Capital Improvement Program**

**ACTION ITEMS**

**IX. Consideration of Approval of Memorandum of Understanding with Faith Christian Academy for Dual Credit**

**X. Consideration of Approval of a Joint Commitment to Collaboration in Support of Academic Opportunity and Student Success Between San Jacinto College and Texas State University**

**XI. Consideration of Approval to Terminate the Student Success Fund Management Agreement Between San Jacinto Community College District and the San Jacinto College Foundation**

**PURCHASING REQUESTS**

**XII. Consideration of Purchasing Requests**

**CONSENT AGENDA**

**XIII. Consent Agenda**

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

**A. Approval of the Minutes for the April 7, 2025, Workshop and Regular Board Meeting**

**B. Approval of the Budget Transfers**

**C. Approval of Personnel Recommendations and 2025-2026 Faculty Contract Recommendations**

**D. Approval of the Affiliation Agreements**

**E. Approval of the Next Regularly Scheduled Meeting**

**XIV. Items for Discussion/Possible Action**

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

**XV. Adjournment**

**Closed Session Authority**

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

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

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; or a security audit.

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

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

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

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

Certification as to Posting or Giving of Notice

On this day, May 2, 2025, this notice was posted to the College’s website, on a bulletin board located at a place convenient to the public at the administrative building of the San Jacinto Community College District, 4624 Fairmont Parkway, Pasadena, Texas, and is readily accessible to the public upon request.

---

Brenda Hellyer, Ed.D.

San Jacinto College Monthly Financial Statements  
March 2025

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

| <u>Assets</u>  | <u>2025</u>           | <u>2024</u>           |
|--|-----------------------|-----------------------|
| <b>Current assets:</b>                                 |                       |                       |
| Cash and cash equivalents                              | \$ 116,658,986        | \$ 109,773,207        |
| Restricted cash and cash equivalents                   | 68,321,611            | 86,407,869            |
| Investments  | 4,992,400             | 10,089,879            |
| Accounts receivable - taxes                            | 5,527,508             | 5,256,975             |
| Accounts receivable                                    | 25,383,090            | 16,791,798            |
| Deferred charges                                       | 837,962               | 574,729               |
| Inventories  | 444,074               | 434,916               |
| Total current assets                                   | <u>222,165,630</u>    | <u>229,329,373</u>    |
| <b>Noncurrent assets:</b>                              |                       |                       |
| Other long term investments                            | 25,081,200            | 19,975,000            |
| Capital assets, net                                    | 713,953,655           | 718,745,229           |
| Total noncurrent assets                                | <u>739,034,855</u>    | <u>738,720,229</u>    |
| Total assets   | <u>961,200,485</u>    | <u>968,049,603</u>    |
| <b>Deferred outflows of resources:</b>                 |                       |                       |
| Deferred outflow related to pensions                   | 23,369,169            | 21,400,078            |
| Deferred outflow related to OPEB                       | 9,505,667             | 16,454,021            |
| Deferred outflow related to defeased debt              | 3,254,644             | 4,047,481             |
| Total deferred outflows of resources                   | <u>36,129,480</u>     | <u>41,901,580</u>     |
| <b>Liabilities</b>                                     |                       |                       |
| <b>Current liabilities:</b>                            |                       |                       |
| Accounts payable                                       | 17,393,436            | 13,813,870            |
| Accrued liabilities                                    | 2,905,332             | 2,785,128             |
| Accrued compensable absences and deferred compensation | 2,853,852             | 2,417,317             |
| Deferred revenues                                      | 209,123               | 253,930               |
| Total current liabilities                              | <u>23,361,743</u>     | <u>19,270,244</u>     |
| <b>Noncurrent liabilities:</b>                         |                       |                       |
| Net pension liability                                  | 58,696,523            | 49,944,685            |
| Net OPEB liability                                     | 88,758,738            | 96,184,800            |
| Bonds and notes payable                                | 630,806,397           | 644,225,169           |
| Total noncurrent liabilities                           | <u>778,261,658</u>    | <u>790,354,654</u>    |
| Total liabilities                                      | <u>801,623,401</u>    | <u>809,624,898</u>    |
| <b>Deferred inflows of resources:</b>                  |                       |                       |
| Deferred inflows related to pensions                   | 3,781,273             | 5,790,103             |
| Deferred inflows related to OPEB                       | 33,479,070            | 34,752,051            |
| Deferred Inflows - Lease Receivable                    | 192,100               | 1,227,296             |
| Total deferred inflows of resources                    | <u>37,452,444</u>     | <u>41,769,451</u>     |
| <b>Net assets</b>                                      |                       |                       |
| Beginning of year - audited                            | 79,811,001            | 83,260,534            |
| Current year addition (reduction)                      | 78,443,120            | 75,296,300            |
| Total net position                                     | <u>\$ 158,254,121</u> | <u>\$ 158,556,834</u> |

**San Jacinto Community College District**  
**Statement of Revenues, Expenditures and Changes In Net Position**  
**For the Seven Months Ended March 31, 2025**

**11 Unrestricted Funds**

|  | Adjusted Budget    | Actual<br>58.3%      | % Actual to<br>Adjusted<br>Budget | PY YTD Actual        | % of<br>8/31/24<br>Actual |
|--|--------------------|----------------------|-----------------------------------|----------------------|---------------------------|
| <b>Revenues</b>                                |                    |                      |                                   |                      |                           |
| State Appropriations                           | \$ 56,774,338      | \$ 42,582,521        | 75.00%                            | \$ 41,246,813        | 75.00%                    |
| State Appropriations - FAST                    | 2,550,000          | 2,448,700            | 96.03%                            | 917,407              | 42.95%                    |
| Local Taxes - Maintenance & Operations         | 89,600,000         | 87,881,669           | 98.08%                            | 81,206,165           | 98.17%                    |
| Credit Tuition                                 | 68,445,000         | 63,520,430           | 92.81%                            | 60,547,574           | 90.33%                    |
| Credit Exemptions & Waivers                    | (9,500,000)        | (8,760,713)          | 92.22%                            | (8,444,161)          | 84.56%                    |
| Continuing Education                           |                    |                      |                                   |                      |                           |
| CPET   | 540,000            | 188,515              | 34.91%                            | 219,887              | 60.96%                    |
| Biotechnology                                  | 600,000            | 39,551               | 6.59%                             | -                    | -                         |
| Maritime Transportation                        | 2,100,000          | 1,413,248            | 67.30%                            | 1,042,409            | 55.05%                    |
| Continuing Professional Development (CPD)      | 6,360,000          | 2,745,349            | 43.17%                            | 2,235,541            | 49.06%                    |
| Continuing Education Exemptions & Waivers      | (45,000)           | (27,435)             | 60.97%                            | (16,479)             | 64.19%                    |
| Bad Debt                                       | (1,100,000)        | (641,667)            | 58.33%                            | (583,365)            | 51.44%                    |
| Sales & Services                               | 2,200,000          | 1,675,541            | 76.16%                            | 2,030,372            | 52.96%                    |
| Investment Income                              | 6,000,000          | 2,725,185            | 45.42%                            | 3,345,424            | 54.87%                    |
| <b>Total Revenues</b>                          | <b>224,524,338</b> | <b>195,790,894</b>   | <b>87.20%</b>                     | <b>183,747,586</b>   | <b>86.48%</b>             |
| <b>Expenditures</b>                            |                    |                      |                                   |                      |                           |
| Instruction                                    | 87,308,903         | 57,625,935           | 66.00%                            | 54,304,659           | 61.39%                    |
| Public Service                                 | 20,100             | 4,892                | 24.34%                            | 1,737                | 7.14%                     |
| Academic Support                               | 21,836,974         | 11,903,581           | 54.51%                            | 10,557,920           | 59.22%                    |
| Student Services                               | 23,383,170         | 12,902,526           | 55.18%                            | 11,137,478           | 54.60%                    |
| Institutional Support                          | 58,432,099         | 34,481,288           | 59.01%                            | 29,919,245           | 52.84%                    |
| Physical Plant                                 | 27,823,150         | 12,612,471           | 45.33%                            | 13,046,269           | 51.49%                    |
| <b>Total Expenditures</b>                      | <b>218,804,396</b> | <b>129,530,693</b>   | <b>59.20%</b>                     | <b>118,967,308</b>   | <b>57.01%</b>             |
| <b>Transfers Among Funds</b>                   |                    |                      |                                   |                      |                           |
| Transfers In                                   | -                  | -                    | -                                 | -                    | -                         |
| Transfers Out                                  | 5,719,942          | 4,224,423            | 73.85%                            | 8,584,948            | 79.26%                    |
| <b>Net Increase (Decrease) in Net Position</b> | <b>\$ -</b>        | <b>\$ 62,035,778</b> |                                   | <b>\$ 56,195,330</b> |                           |

**San Jacinto Community College District**  
**Statement of Revenues, Expenditures and Changes In Net Position**  
**For the Seven Months Ended March 31, 2025**

**Federal Restricted Funds**

|  | Adjusted Budget   | Actual<br>58.3%   | % Actual to<br>Adjusted<br>Budget | PY YTD Actual     | % of<br>8/31/24<br>Actual |
|--|-------------------|-------------------|-----------------------------------|-------------------|---------------------------|
| <b>Revenues</b>                                |                   |                   |                                   |                   |                           |
| Grants   | \$ 60,914,262     | \$ 56,101,912     | 92.10%                            | \$ 48,948,927     | 77.42%                    |
| <b>Total Revenues</b>                          | <b>60,914,262</b> | <b>56,101,912</b> | <b>92.10%</b>                     | <b>48,948,927</b> | <b>77.42%</b>             |
| <b>Expenditures</b>                            |                   |                   |                                   |                   |                           |
| Instruction                                    | 879,245           | 529,913           | 60.27%                            | 521,810           | 36.87%                    |
| Public Service                                 | 330,631           | 135,630           | 41.02%                            | 89,799            | 53.73%                    |
| Academic Support                               | 7,837,478         | 2,767,656         | 35.31%                            | 2,599,112         | 53.68%                    |
| Student Services                               | 176,624           | 292,886           | 165.82%                           | 171,587           | 50.49%                    |
| Institutional Support                          | 520,645           | 338,057           | 64.93%                            | 312,387           | 50.91%                    |
| Physical Plant                                 | 741,776           | 75,775            | 10.22%                            | 61,074            | 17.78%                    |
| Scholarships and Fellowships                   | 50,427,864        | 51,961,994        | 103.04%                           | 45,193,158        | 81.42%                    |
| <b>Total Expenditures</b>                      | <b>60,914,263</b> | <b>56,101,911</b> | <b>92.10%</b>                     | <b>48,948,927</b> | <b>77.42%</b>             |
| <b>Transfers Among Funds</b>                   |                   |                   |                                   |                   |                           |
| Transfers In                                   | -                 | -                 | -                                 | -                 | -                         |
| Transfers Out                                  | -                 | -                 | -                                 | -                 | -                         |
| <b>Net Increase (Decrease) in Net Position</b> | <b>\$ -</b>       | <b>\$ -</b>       |                                   | <b>\$ -</b>       |                           |

**San Jacinto Community College District**  
**Statement of Revenues, Expenditures and Changes In Net Position**  
**For the Seven Months Ended March 31, 2025**

**State Restricted Funds**

|  | Adjusted<br>Budget | Actual<br>58.3%   | % Actual to<br>Adjusted<br>Budget | PY YTD Actual     | % of<br>8/31/24<br>Actual |
|--|--------------------|-------------------|-----------------------------------|-------------------|---------------------------|
| <b>Revenues</b>                                |                    |                   |                                   |                   |                           |
| State Paid Benefits                            | \$ 13,200,000      | \$ 7,916,440      | 59.97%                            | \$ 7,665,522      | 42.42%                    |
| Grants   | 9,587,051          | 6,050,222         | 63.11%                            | 4,802,293         | 78.46%                    |
| <b>Total Revenues</b>                          | <b>22,787,051</b>  | <b>13,966,662</b> | <b>61.29%</b>                     | <b>12,467,815</b> | <b>51.54%</b>             |
| <b>Expenditures</b>                            |                    |                   |                                   |                   |                           |
| Instruction                                    | 7,616,202          | 4,242,456         | 55.70%                            | 4,081,102         | 44.05%                    |
| Public Service                                 | 11,489             | 11,489            | 100.00%                           | 9,890             | 35.01%                    |
| Academic Support                               | 2,280,549          | 1,111,692         | 48.75%                            | 873,982           | 36.58%                    |
| Student Services                               | 1,589,520          | 1,301,121         | 81.86%                            | 1,196,033         | 43.71%                    |
| Institutional Support                          | 3,925,889          | 1,636,023         | 41.67%                            | 1,624,054         | 39.30%                    |
| Physical Plant                                 | 15,311             | -                 | -                                 | -                 | -                         |
| Scholarships and Fellowships                   | 7,348,091          | 5,663,881         | 77.08%                            | 4,682,755         | 83.05%                    |
| <b>Total Expenditures</b>                      | <b>22,787,051</b>  | <b>13,966,662</b> | <b>61.29%</b>                     | <b>12,467,815</b> | <b>51.54%</b>             |
| <b>Transfers Among Funds</b>                   |                    |                   |                                   |                   |                           |
| Transfers In                                   | -                  | -                 | -                                 | -                 | -                         |
| Transfers Out                                  | -                  | -                 | -                                 | -                 | -                         |
| <b>Net Increase (Decrease) in Net Position</b> | <b>\$ -</b>        | <b>\$ -</b>       |                                   | <b>\$ -</b>       |                           |

San Jacinto Community College District  
Statement of Revenues, Expenditures and Changes In Net Position  
For the Seven Months Ended March 31, 2025

Local Restricted Funds

|  | Adjusted Budget  | Actual 58.3%      | % Actual to Adjusted Budget | PY YTD Actual    | % of 8/31/24 Actual |
|--|------------------|-------------------|-----------------------------|------------------|---------------------|
| <b>Revenues</b>                                |                  |                   |                             |                  |                     |
| Grants   | \$ 5,074,233     | \$ 3,352,727      | 66.07%                      | \$ 3,473,844     | 84.94%              |
| <b>Total Revenues</b>                          | <b>5,074,233</b> | <b>3,352,727</b>  | <b>66.07%</b>               | <b>3,473,844</b> | <b>84.94%</b>       |
| <b>Expenditures</b>                            |                  |                   |                             |                  |                     |
| Instruction                                    | -                | -                 | -                           | -                | -                   |
| Public Service                                 | 233,350          | 98,855            | 42.36%                      | 118,728          | 54.17%              |
| Academic Support                               | 1,512,252        | 495,130           | 32.74%                      | 189,853          | 36.85%              |
| Student Services                               | 2,000            | 2,000             | 100.00%                     | 2,000            | 100.00%             |
| Institutional Support                          | 7,209            | 7,038             | 97.63%                      | 27,587           | 85.80%              |
| Physical Plant                                 | 250,000          | 63,782            | 25.51%                      | -                | -                   |
| Scholarships and Fellowships                   | 3,639,000        | 2,866,441         | 78.77%                      | 3,281,901        | 92.02%              |
| <b>Total Expenditures</b>                      | <b>5,643,811</b> | <b>3,533,247</b>  | <b>62.60%</b>               | <b>3,620,068</b> | <b>83.51%</b>       |
| <b>Transfers Among Funds</b>                   |                  |                   |                             |                  |                     |
| Transfers In                                   | (569,579)        | (175,481)         | -                           | (148,673)        | 59.47%              |
| Transfers Out                                  | -                | -                 | -                           | -                | -                   |
| <b>Net Increase (Decrease) in Net Position</b> | <b>\$ -</b>      | <b>\$ (5,039)</b> |                             | <b>\$ 2,448</b>  |                     |

San Jacinto Community College District  
Statement of Revenues, Expenditures and Changes In Net Position  
For the Seven Months Ended March 31, 2025

27 FAST & TPEG

|  | Adjusted Budget  | Actual<br>58.3%   | % Actual to<br>Adjusted<br>Budget | PY YTD Actual         | % of 8/31/24<br>Actual |
|--|------------------|-------------------|-----------------------------------|-----------------------|------------------------|
| <b>Revenues</b>                                |                  |                   |                                   |                       |                        |
| State Appropriations - FAST                    | \$ 2,350,000     | \$ 1,980,300      | 84.27%                            | \$ 1,035,588          | 46.93%                 |
| Tuition - Credit & Non Credit - TPEG           | 3,100,000        | 3,046,937         | 98.29%                            | 2,905,617             | 88.95%                 |
| <b>Total Revenues</b>                          | <b>5,450,000</b> | <b>5,027,237</b>  | <b>92.24%</b>                     | <b>3,941,206</b>      | <b>71.19%</b>          |
| <b>Expenditures</b>                            |                  |                   |                                   |                       |                        |
| Scholarships and Fellowships - FAST            | 2,350,000        | 1,980,300         | 84.27%                            | 1,944,679             | 88.13%                 |
| Scholarships and Fellowships - TPEG            | 3,100,000        | 2,383,910         | 76.90%                            | 3,241,693             | 91.62%                 |
| <b>Total Expenditures</b>                      | <b>5,450,000</b> | <b>4,364,210</b>  | <b>80.08%</b>                     | <b>5,186,372</b>      | <b>90.28%</b>          |
| <b>Transfers Among Funds</b>                   |                  |                   |                                   |                       |                        |
| Transfers In                                   | -                | -                 | -                                 | -                     | -                      |
| Transfers Out                                  | -                | -                 | -                                 | -                     | -                      |
| <b>Net Increase (Decrease) in Net Position</b> | <b>\$ -</b>      | <b>\$ 663,027</b> |                                   | <b>\$ (1,245,166)</b> |                        |

**San Jacinto Community College District**  
**Statement of Revenues, Expenditures and Changes In Net Position**  
**For the Seven Months Ended March 31, 2025**

**28 Private Gifts and Donations**

|  | Adjusted Budget | Actual<br>58.3%    | % Actual to<br>Adjusted<br>Budget | PY YTD Actual    | % of<br>8/31/24<br>Actual |
|--|-----------------|--------------------|-----------------------------------|------------------|---------------------------|
| <b>Revenues</b>                                |                 |                    |                                   |                  |                           |
| Sales & Services                               | \$ -            | \$ -               | -                                 | \$ 75,740        | 99.77%                    |
| Grants   | 60,000          | 20,000             | 33.33%                            | -                | -                         |
| <b>Total Revenues</b>                          | <b>60,000</b>   | <b>20,000</b>      | <b>33.33%</b>                     | <b>75,740</b>    | <b>99.77%</b>             |
| <b>Expenditures</b>                            |                 |                    |                                   |                  |                           |
| Instruction                                    | -               | 25,200             | -                                 | 19,604           | 47.99%                    |
| Institutional Support                          | 60,000          | 31,902             | 53.17%                            | -                | -                         |
| Scholarships and Fellowships                   | -               | -                  | -                                 | -                | -                         |
| <b>Total Expenditures</b>                      | <b>60,000</b>   | <b>57,102</b>      | <b>95.17%</b>                     | <b>19,604</b>    | <b>47.99%</b>             |
| <b>Transfers Among Funds</b>                   |                 |                    |                                   |                  |                           |
| Transfers In                                   | -               | -                  | -                                 | -                | -                         |
| Transfers Out                                  | -               | -                  | -                                 | -                | -                         |
| <b>Net Increase (Decrease) in Net Position</b> | <b>\$ -</b>     | <b>\$ (37,102)</b> |                                   | <b>\$ 56,137</b> |                           |

**San Jacinto Community College District**  
**Statement of Revenues, Expenditures and Changes In Net Position**  
**For the Seven Months Ended March 31, 2025**

**Auxiliary Enterprises**

|  | Adjusted<br>Budget | Actual<br>58.3%  | % Actual to<br>Adjusted<br>Budget | PY YTD Actual       | % of<br>8/31/24<br>Actual |
|--|--------------------|------------------|-----------------------------------|---------------------|---------------------------|
| <b>Revenues</b>                                |                    |                  |                                   |                     |                           |
| Auxiliary Services                             | \$ 3,000,000       | \$ 1,947,259     | 64.91%                            | \$ 1,853,245        | 61.38%                    |
| <b>Total Revenues</b>                          | <b>3,000,000</b>   | <b>1,947,259</b> | <b>64.91%</b>                     | <b>1,853,245</b>    | <b>61.38%</b>             |
| <b>Expenditures</b>                            |                    |                  |                                   |                     |                           |
| Labor  | 737,787            | 492,565          | 66.76%                            | 444,513             | 55.31%                    |
| Benefits                                       | 199,780            | 73,247           | 36.66%                            | 76,120              | 56.42%                    |
| Supplies                                       | 595,822            | 390,693          | 65.57%                            | 398,550             | 64.04%                    |
| Travel   | 201,061            | 99,465           | 49.47%                            | 130,535             | 42.01%                    |
| Contracted Services                            | 129,493            | 73,889           | 57.06%                            | 79,766              | 58.68%                    |
| Utilities                                      | 200                | -                | -                                 | -                   | -                         |
| Scholarships and Fellowships                   | 1,135,857          | 809,296          | 71.25%                            | 850,872             | 70.22%                    |
| <b>Total Expenditures</b>                      | <b>3,000,000</b>   | <b>1,939,155</b> | <b>64.64%</b>                     | <b>1,980,356</b>    | <b>61.52%</b>             |
| <b>Transfers Among Funds</b>                   |                    |                  |                                   |                     |                           |
| Transfers In                                   | -                  | -                | -                                 | -                   | -                         |
| Transfers Out                                  | -                  | -                | -                                 | -                   | -                         |
| <b>Net Increase (Decrease) in Net Position</b> | <b>\$ -</b>        | <b>\$ 8,103</b>  |                                   | <b>\$ (127,111)</b> |                           |

**San Jacinto Community College District**  
**Statement of Revenues, Expenditures and Changes In Net Position**  
**For the Seven Months Ended March 31, 2025**

**Fund 95 Retirement of Indebtedness**

|  | Adjusted<br>Budget   | Actual<br>58.3%      | % Actual to<br>Adjusted<br>Budget | PY YTD Actual        | % of<br>8/31/24<br>Actual |
|--|----------------------|----------------------|-----------------------------------|----------------------|---------------------------|
| <b>Revenues</b>                                    |                      |                      |                                   |                      |                           |
| Local Taxes - Debt Service                         | \$ 40,105,400        | \$ 39,303,353        | 98.00%                            | \$ 38,519,290        | 98.20%                    |
| Investment Income                                  | -                    | 133,412              | -                                 | 152,652              | 40.67%                    |
| <b>Total Revenues</b>                              | <b>40,105,400</b>    | <b>39,436,765</b>    | <b>98.33%</b>                     | <b>38,671,942</b>    | <b>97.66%</b>             |
| <b>Expenditures</b>                                |                      |                      |                                   |                      |                           |
| Institutional Support - Principal                  | 17,644,305           | 17,214,522           | 97.56%                            | 18,359,936           | 97.90%                    |
| Institutional Support - Interest                   | 26,511,458           | 15,079,758           | 56.88%                            | 13,558,536           | 60.05%                    |
| <b>Total Expenditures</b>                          | <b>44,155,763</b>    | <b>32,294,280</b>    | <b>73.14%</b>                     | <b>31,918,472</b>    | <b>77.22%</b>             |
| <b>Transfers Among Funds</b>                       |                      |                      |                                   |                      |                           |
| Transfers In                                       | (4,050,363)          | (2,868,243)          | 70.81%                            | (2,436,275)          | 68.36%                    |
| Transfers Out                                      | -                    | -                    | -                                 | -                    | -                         |
| Adjustment for Debt Principal Payment <sup>1</sup> | (17,644,305)         | (17,214,522)         | 97.56%                            | (18,359,936)         | 97.90%                    |
| <b>Net Increase (Decrease) in Net Position</b>     | <b>\$ 17,644,305</b> | <b>\$ 27,225,250</b> |                                   | <b>\$ 27,549,681</b> |                           |

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

**San Jacinto Community College District**  
**Statement of Revenues, Expenditures and Changes In Net Position**  
**For the Seven Months Ended March 31, 2025**

**Fund 97 Investment in Plant**

|  | Adjusted Budget        | Actual<br>58.3%        | % Actual<br>to<br>Adjusted<br>Budget | PY YTD Actual          | % of<br>8/31/24<br>Actual |
|--|------------------------|------------------------|--------------------------------------|------------------------|---------------------------|
| <b>Expenditures</b>                            |                        |                        |                                      |                        |                           |
| Depreciation                                   | \$ 30,225,000          | \$ 15,028,483          | 49.72%                               | \$ 16,049,878          | 54.52%                    |
| <b>Total Expenditures</b>                      | <b>30,225,000</b>      | <b>15,028,483</b>      | <b>49.72%</b>                        | <b>16,049,878</b>      | <b>54.52%</b>             |
| <b>Transfers Among Funds</b>                   |                        |                        |                                      |                        |                           |
| Transfers In                                   | -                      | -                      | -                                    | -                      | -                         |
| Transfers Out                                  | -                      | -                      | -                                    | -                      | -                         |
| Adjustment for Capital Purchases <sup>1</sup>  | (1,451,272)            | (492,471)              | 33.93%                               | (556,108)              | 27.78%                    |
| <b>Net Increase (Decrease) in Net Position</b> | <b>\$ (28,773,728)</b> | <b>\$ (14,536,012)</b> |                                      | <b>\$ (15,493,770)</b> |                           |

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

**San Jacinto Community College District**  
**Statement of Revenues, Expenditures and Changes In Net Position**  
**For the Seven Months Ended March 31, 2025**

|  | Adjusted Budget        | Actual<br>58.3%      | % Actual to<br>Adjusted<br>Budget | PY YTD Actual        | % of<br>8/31/24<br>Actual |
|--|------------------------|----------------------|-----------------------------------|----------------------|---------------------------|
| <b>Revenues</b>                                    |                        |                      |                                   |                      |                           |
| State Appropriations                               | \$ 69,974,338          | \$ 50,498,961        | 72.17%                            | \$ 48,912,334        | 66.94%                    |
| State Appropriations - FAST                        | 4,900,000              | 4,429,000            | 90.39%                            | 1,952,995            | 44.98%                    |
| Local Taxes - Maintenance & Operations             | 89,600,000             | 87,881,669           | 98.08%                            | 81,206,165           | 98.17%                    |
| Local Taxes - Debt Service                         | 40,105,400             | 39,303,353           | 98.00%                            | 38,519,290           | 98.20%                    |
| Credit Tuition                                     | 71,545,000             | 66,567,368           | 93.04%                            | 63,453,191           | 90.27%                    |
| Credit Exemptions & Waivers                        | (9,500,000)            | (8,760,713)          | 92.22%                            | (8,444,161)          | 84.56%                    |
| Continuing Education                               |                        |                      |                                   |                      |                           |
| CPET   | 540,000                | 188,515              | 34.91%                            | 219,887              | 60.96%                    |
| Biotechnology                                      | 600,000                | 39,551               | 6.59%                             | -                    | -                         |
| Maritime Transportation                            | 2,100,000              | 1,413,248            | 67.30%                            | 1,042,409            | 55.05%                    |
| Continuing Professional Development                | 6,360,000              | 2,745,349            | 43.17%                            | 2,235,541            | 49.06%                    |
| Continuing Education Exemptions & Waivers          | (45,000)               | (27,435)             | 60.97%                            | (16,479)             | 64.19%                    |
| Bad Debt   | (1,100,000)            | (641,667)            | 58.33%                            | (583,365)            | 51.44%                    |
| Sales & Services                                   | 2,200,000              | 1,675,541            | 76.16%                            | 2,106,112            | 53.87%                    |
| Investment Income                                  | 6,000,000              | 2,858,597            | 47.64%                            | 3,498,075            | 53.53%                    |
| Investment Income - Restricted Funds               | -                      | 1,908,416            | -                                 | 2,358,752            | 59.05%                    |
| Auxiliary Services                                 | 3,000,000              | 1,947,259            | 64.91%                            | 1,853,245            | 61.38%                    |
| Grants   | 70,561,313             | 62,143,895           | 88.07%                            | 53,995,542           | 77.74%                    |
| Local Grants                                       | 5,074,233              | 3,380,965            | 66.63%                            | 3,229,522            | 81.16%                    |
| <b>Total Revenues</b>                              | <b>361,915,284</b>     | <b>317,551,871</b>   | <b>87.74%</b>                     | <b>295,539,057</b>   | <b>82.97%</b>             |
| <b>Expenditures</b>                                |                        |                      |                                   |                      |                           |
| Instruction  | 95,804,350             | 62,423,504           | 65.16%                            | 58,927,174           | 59.42%                    |
| Public Service                                     | 595,570                | 250,867              | 42.12%                            | 220,153              | 50.16%                    |
| Academic Support                                   | 33,467,254             | 16,278,058           | 48.64%                            | 14,220,867           | 55.61%                    |
| Student Services                                   | 25,151,314             | 14,498,532           | 57.65%                            | 12,507,098           | 53.27%                    |
| Institutional Support                              | 107,101,605            | 68,788,588           | 64.23%                            | 63,801,745           | 62.10%                    |
| Physical Plant                                     | 28,830,237             | 12,752,029           | 44.23%                            | 13,107,343           | 51.04%                    |
| Scholarships and Fellowships                       | 66,864,955             | 64,856,526           | 97.00%                            | 58,344,186           | 82.81%                    |
| Auxiliary Enterprises                              | 3,000,000              | 1,939,155            | 64.64%                            | 1,980,356            | 61.52%                    |
| Depreciation                                       | 30,225,000             | 15,028,483           | 49.72%                            | 16,049,878           | 54.52%                    |
| <b>Total Expenditures</b>                          | <b>391,040,284</b>     | <b>256,815,743</b>   | <b>65.68%</b>                     | <b>239,158,800</b>   | <b>62.90%</b>             |
| <b>Transfers Among Funds</b>                       |                        |                      |                                   |                      |                           |
| Transfers In                                       | (5,719,942)            | (4,224,423)          | 73.85%                            | (8,584,948)          | 79.26%                    |
| Transfers Out                                      | 5,719,942              | 4,224,423            | 73.85%                            | 8,584,948            | 79.26%                    |
| Adjustment for Debt Principal Payment <sup>1</sup> | (17,644,305)           | (17,214,522)         | 97.56%                            | (18,359,936)         | 97.90%                    |
| Adjustment for Capital Purchases <sup>1</sup>      | (1,451,272)            | (492,471)            | 33.93%                            | (556,108)            | 27.78%                    |
| <b>Net Increase (Decrease) in Net Position</b>     | <b>\$ (10,029,422)</b> | <b>\$ 78,443,120</b> |                                   | <b>\$ 75,296,300</b> |                           |

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

# Capital Improvement Program

San Jacinto Community College District  
Statement of Revenues, Expenditures and Changes In Net Position  
For the Seven Months Ended March 31, 2025

**Fund 91 Capital Projects**

|  | Adjusted Budget        | Actual<br>58.3%       | % Actual to<br>Adjusted<br>Budget | PY YTD Actual         | % of<br>8/31/24<br>Actual |
|--|------------------------|-----------------------|-----------------------------------|-----------------------|---------------------------|
| <b>Revenues</b>                                |                        |                       |                                   |                       |                           |
| Investment Income                              | \$ -                   | \$ 1,564,320          | -                                 | \$ 2,119,420          | 60.66%                    |
| <b>Total Revenues</b>                          | <b>-</b>               | <b>1,564,320</b>      | <b>-</b>                          | <b>2,119,420</b>      | <b>60.66%</b>             |
| <b>Expenditures</b>                            |                        |                       |                                   |                       |                           |
| Instruction                                    | 200,000                | -                     | 0.00%                             | -                     | 0.00%                     |
| SECO-Energy Conservation Projects              | 2,571,824              | 376,452               | 14.64%                            | 306,088               | -                         |
| Bond Program                                   | 56,864,185             | 8,158,476             | 14.35%                            | 6,662,059             | 60.84%                    |
| <b>Total Expenditures</b>                      | <b>59,636,009</b>      | <b>8,534,928</b>      | <b>-</b>                          | <b>6,968,146</b>      | <b>61.91%</b>             |
| <b>Transfers Among Funds</b>                   |                        |                       |                                   |                       |                           |
| Transfers In                                   | -                      | -                     | -                                 | -                     | -                         |
| Transfers Out                                  | -                      | -                     | -                                 | -                     | -                         |
| <b>Net Increase (Decrease) in Net Position</b> | <b>\$ (59,636,009)</b> | <b>\$ (6,970,608)</b> |                                   | <b>\$ (4,848,727)</b> |                           |

**San Jacinto Community College District**  
**Statement of Revenues, Expenditures and Changes In Net Position**  
**For the Seven Months Ended March 31, 2025**

**Fund 93 Renewal and Replacement**

|  | Adjusted<br>Budget     | Actual<br>58.3%     | % Actual to<br>Adjusted<br>Budget | PY YTD Actual       | % of<br>8/31/24<br>Actual |
|--|------------------------|---------------------|-----------------------------------|---------------------|---------------------------|
| <b>Revenues</b>                                |                        |                     |                                   |                     |                           |
| Interest Earnings                              | \$ -                   | \$ 344,096          | -                                 | \$ 239,332          | 47.82%                    |
| <b>Total Revenues</b>                          | -                      | <b>344,096</b>      | -                                 | <b>239,332</b>      | <b>47.82%</b>             |
| <b>Expenditures</b>                            |                        |                     |                                   |                     |                           |
| District Energy Savings Projects               | 942,400                | 19,566              | 2.08%                             | 55,954              | 100.00%                   |
| Capital Reserve Fund                           | 11,889,357             | 193,419             | 1.63%                             | -                   | -                         |
| Instructional Equipment Fund                   | 200,000                | -                   | -                                 | -                   | -                         |
| <b>Total Expenditures</b>                      | <b>13,031,757</b>      | <b>212,985</b>      | <b>1.63%</b>                      | <b>55,954</b>       | <b>100.00%</b>            |
| <b>Transfers Among Funds</b>                   |                        |                     |                                   |                     |                           |
| Transfers In                                   | (1,100,000)            | (1,180,699)         | -                                 | (6,000,000)         | 86.73%                    |
| Transfers Out                                  | -                      | -                   | -                                 | -                   | -                         |
| <b>Net Increase (Decrease) in Net Position</b> | <b>\$ (11,931,757)</b> | <b>\$ 1,311,809</b> |                                   | <b>\$ 6,183,378</b> |                           |

San Jacinto College Financial Statements  
Monthly Investment Report  
March 2025

**SAN JACINTO COMMUNITY COLLEGE DISTRICT**  
**Cash, Cash Equivalents, and Investments**  
**Portfolio Summary Report**  
**Period Ending March 31, 2025**

|                              |                | <b>Fair Market<br/>Value</b> | <b>Book Value</b>     |
|------------------------------|----------------|------------------------------|-----------------------|
| Beginning Value              | March 1, 2025  | \$ 221,723,449               | \$ 221,722,724        |
| Additions/Subtractions (Net) |                | (6,692,496)                  | (6,692,496)           |
| Change in Fair Market Value* |                | 1,300                        | -                     |
| Ending Value                 | March 31, 2025 | <u>\$ 215,032,253</u>        | <u>\$ 215,030,228</u> |

|  |            |
|--|------------|
| Earnings for the Month of March                        | \$ 870,144 |
| Weighted Average Maturity at Ending Period Date (Days) | 1.00       |
| Weighted Average Earnings Rate                         | 4.7815%    |
| Benchmark - One Year Treasury Yield                    | 4.0300%    |

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

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

Prepared by:




---

Carol Tillman  
Assistant Comptroller

Reviewed by:




---

Andrea DuBois  
Comptroller

Approved by:




---

Carin Hutchins  
Vice Chancellor of Fiscal Affairs

**SAN JACINTO COMMUNITY COLLEGE DISTRICT**  
**Cash, Cash Equivalents, and Investments**  
**Weighted Average to Maturity**  
**March 31, 2025**

| Description   | Annualized<br>Interest<br>Rate | Purchase<br>Date | Maturity | Par                  | Fair Market<br>Value  | Book<br>Value         | % of Total<br>Portfolio | Days to<br>Maturity | Weighted<br>Avg. Mat. |
|---|--------------------------------|------------------|----------|----------------------|-----------------------|-----------------------|-------------------------|---------------------|-----------------------|
| <b>Operating and Capital Projects Reserve Funds</b>           |                                |                  |          |                      |                       |                       |                         |                     |                       |
| Demand Deposits   |                                |                  |          |                      |                       |                       |                         |                     |                       |
| Credit Cards in Transit                                       | N/A                            | N/A              | N/A      | \$ N/A               | \$ 13,905             | \$ 13,905             | 0.01%                   | 1                   | 0.00                  |
| JPMorgan Accounts Payable Disbursements                       | N/A                            | N/A              | N/A      | N/A                  | (298,970)             | (298,970)             | -0.14%                  | 1                   | 0.00                  |
| JPMorgan Operating (Hybrid Earnings)                          | 2.950%                         | N/A              | N/A      | N/A                  | 4,870,841             | 4,870,841             | 2.27%                   | 1                   | 0.02                  |
| JPMorgan Payroll  | N/A                            | N/A              | N/A      | N/A                  | (21,184)              | (21,184)              | -0.01%                  | 1                   | 0.00                  |
| JPMorgan Worker's Comp  | N/A                            | N/A              | N/A      | N/A                  | (3,794)               | (3,794)               | 0.00%                   | 1                   | 0.00                  |
| Petty Cash  | N/A                            | N/A              | N/A      | N/A                  | 18,622                | 18,622                | 0.01%                   | 1                   | 0.00                  |
| Pool Accounts   |                                |                  |          |                      |                       |                       |                         |                     |                       |
| LSIP Corporate Overnight Plus Fund - Operating Funds          | 4.4895%                        | N/A              | N/A      | N/A                  | 82,105,910            | 82,105,910            | 38.18%                  | 1                   | 0.38                  |
| LSIP Corporate Overnight Plus Fund - Capital Projects Reserve | 4.4895%                        | N/A              | N/A      | N/A                  | 12,744,788            | 12,744,788            | 5.93%                   | 1                   | 0.06                  |
| TexPool - Operating   | 4.3345%                        | N/A              | N/A      | N/A                  | 675,700               | 675,700               | 0.31%                   | 1                   | 0.00                  |
| TexPool - PRIME - Operating                                   | 4.4688%                        | N/A              | N/A      | N/A                  | 20,413,087            | 20,413,087            | 9.49%                   | 1                   | 0.09                  |
| Investments - Held at BNY Mellon                              |                                |                  |          |                      |                       |                       |                         |                     |                       |
| US Agency Note, CUSIP 3130AWGD6                               | 4.690%                         | 06/16/23         | 06/13/25 | 10,000,000           | 10,003,100            | 10,000,000            | 4.65%                   | 74                  | 0.05                  |
| US Agency Note, CUSIP 3130AWLY4                               | 5.125%                         | 07/13/23         | 06/13/25 | 5,000,000            | 5,007,300             | 5,027,750             | 2.34%                   | 74                  | 0.02                  |
| US Agency Note, CUSIP 3133ERTZ4                               | 4.034%                         | 09/19/24         | 09/19/25 | 5,000,000            | 4,992,400             | 4,998,340             | 2.32%                   | 172                 | 0.02                  |
| US Treasury Note, CUSIP 91282CJK8                             | 4.625%                         | 11/21/24         | 11/15/26 | 5,000,000            | 5,050,600             | 5,031,450             | 2.34%                   | 594                 | 0.02                  |
| US Treasury Note, CUSIP 91282CKH3                             | 4.249%                         | 01/24/25         | 03/31/26 | 5,000,000            | 5,020,200             | 5,014,035             | 2.33%                   | 365                 | 0.02                  |
| <b>Bond and Debt Service Funds</b>                            |                                |                  |          |                      |                       |                       |                         |                     |                       |
| Pool Accounts   |                                |                  |          |                      |                       |                       |                         |                     |                       |
| LSIP Corporate Overnight Plus Fund - GOB Debt Service         | 4.4895%                        | N/A              | N/A      | N/A                  | 10,533,520            | 10,533,520            | 4.90%                   | 1                   | 0.05                  |
| LSIP Corporate Overnight Plus Fund - 2022 Bond Proceeds       | 4.4895%                        | N/A              | N/A      | N/A                  | 45,767,417            | 45,767,417            | 21.28%                  | 1                   | 0.21                  |
| LSIP Corporate Overnight Plus Fund - 2023 Bond Proceeds       | 4.4895%                        | N/A              | N/A      | N/A                  | 502                   | 502                   | 0.00%                   | 1                   | 0.00                  |
| TexPool PRIME - 2021 Bond Proceeds                            | 4.4688%                        | N/A              | N/A      | N/A                  | 8,138,309             | 8,138,309             | 3.78%                   | 1                   | 0.04                  |
| <b>Grand Total - Cash, Cash Equivalents, and Investments</b>  |                                |                  |          | <u>\$ 30,000,000</u> | <u>\$ 215,032,253</u> | <u>\$ 215,030,228</u> | <u>100.00%</u>          |                     | <u>1.00</u>           |

Weighted Average to Maturity at Ending Period Date (Days)

|                |                       |   |             |
|----------------|-----------------------|---|-------------|
| ACFR, Note 4   |                       |   |             |
| 0.01%          | \$ 18,622             | Petty cash on hand                            | 0.00        |
| 83.88%         | 180,379,233           | Investment pools                              | 0.84        |
| 2.13%          | 4,560,798             | Bank deposits - demand deposits               | 0.02        |
| 13.99%         | 30,073,600            | U. S. government securities                   | 0.14        |
| <u>100.00%</u> | <u>\$ 215,032,253</u> | Total cash, cash equivalents, and investments | <u>1.00</u> |

**SAN JACINTO COMMUNITY COLLEGE DISTRICT**  
**Cash, Cash Equivalents, and Investments**  
**Inventory Holdings Report**  
**March 31, 2025**

| Description  | Annualized<br>Interest<br>Rate | Maturity | Par           | 2/28/2025<br>Ending<br>FMV | 2/28/2025<br>Ending<br>Book Value | 3/31/2025<br>Ending<br>FMV | 3/31/2025<br>Ending<br>Book Value | Additions/Subtractions<br>and Change in<br>FMV<br>For the Month | LTD<br>Unrealized<br>Gain/Loss | March<br>Earnings | September<br>through<br>March<br>Earnings |
|--|--------------------------------|----------|---------------|----------------------------|-----------------------------------|----------------------------|-----------------------------------|---|--------------------------------|-------------------|---|
| <b>Operating and Capital Projects Reserve Funds</b>            |                                |          |               |                            |                                   |                            |                                   |   |                                |                   |   |
| Demand Deposits  |                                |          |               |                            |                                   |                            |                                   |   |                                |                   |   |
| Credit Cards in Transit  | N/A                            | N/A      | \$ N/A        | \$ (10,316)                | \$ (10,316)                       | \$ 13,905                  | \$ 13,905                         | \$ 24,221   | \$ N/A                         | \$ N/A            | \$ N/A                                    |
| JPMorgan Accounts Payable Disbursements                        | N/A                            | N/A      | N/A           | (340,920)                  | (340,920)                         | (298,970)                  | (298,970)                         | 41,949  | N/A                            | N/A               | N/A                                       |
| JPMorgan Operating (Hybrid Earnings)                           | 2.950%                         | N/A      | N/A           | 4,611,258                  | 4,611,258                         | 4,870,841                  | 4,870,841                         | 259,583   | N/A                            | 13,686            | 93,930                                    |
| JPMorgan Payroll   | N/A                            | N/A      | N/A           | (28,417)                   | (28,417)                          | (21,184)                   | (21,184)                          | 7,233   | N/A                            | N/A               | N/A                                       |
| JPMorgan Worker's Comp   | N/A                            | N/A      | N/A           | (2,638)                    | (2,638)                           | (3,794)                    | (3,794)                           | (1,156)   | N/A                            | N/A               | N/A                                       |
| Petty Cash   | N/A                            | N/A      | N/A           | 19,067                     | 19,067                            | 18,622                     | 18,622                            | (445)   | N/A                            | N/A               | N/A                                       |
| Sub Total Demand Deposits                                      |                                |          | \$ N/A        | \$ 4,248,034               | \$ 4,248,034                      | \$ 4,579,420               | \$ 4,579,420                      | \$ 331,386  | \$ N/A                         | \$ 13,686         | \$ 93,930                                 |
| Pool Accounts  |                                |          |               |                            |                                   |                            |                                   |   |                                |                   |   |
| TexPool - Operating  | 4.3345%                        | N/A      | \$ N/A        | \$ 102,209                 | \$ 102,209                        | \$ 675,700                 | \$ 675,700                        | \$ 573,490  | \$ N/A                         | \$ 1,206          | \$ 59,739                                 |
| TexPool PRIME - Operating                                      | 4.4688%                        | N/A      | N/A           | 26,820,232                 | 26,820,232                        | 20,413,087                 | 20,413,087                        | (6,407,145)   | N/A                            | 92,855            | 652,202                                   |
| LSIP Corporate Overnight Plus Fund - Operating Funds           | 4.4895%                        | N/A      | N/A           | 84,945,793                 | 84,945,793                        | 82,105,910                 | 82,105,910                        | (2,839,882)   | N/A                            | 318,621           | 1,169,518                                 |
| LSIP Corporate Overnight Plus Fund - Capital Projects Reserve  | 4.4895%                        | N/A      | N/A           | 12,696,388                 | 12,696,388                        | 12,744,788                 | 12,744,788                        | 48,400  | N/A                            | 48,400            | 344,096                                   |
| Sub Total Pool Accounts  |                                |          | \$ N/A        | \$ 124,564,622             | \$ 124,564,622                    | \$ 115,939,485             | \$ 115,939,485                    | \$ (8,625,137)  | \$ N/A                         | \$ 461,082        | \$ 2,225,555                              |
| Investments - Held at BNY Mellon                               |                                |          |               |                            |                                   |                            |                                   |   |                                |                   |   |
| US Agency Note, CUSIP 3130ATVD6                                | 4.875%                         | 09/13/24 | -             | -                          | -                                 | -                          | -                                 | -   | -                              | -                 | 21,313                                    |
| US Agency Note, CUSIP 3130AWGD6                                | 4.690%                         | 06/13/25 | 10,000,000    | 10,004,000                 | 10,000,000                        | 10,003,100                 | 10,000,000                        | (900)   | 3,100                          | 39,083            | 273,583                                   |
| US Agency Note, CUSIP 3130AWLY4                                | 5.125%                         | 06/13/25 | 5,000,000     | 5,009,550                  | 5,027,750                         | 5,007,300                  | 5,027,750                         | (2,250)   | (20,450)                       | 21,354            | 149,479                                   |
| US Agency Note, CUSIP 3133ENEJ5                                | 5.181%                         | 11/18/24 | -             | -                          | -                                 | -                          | -                                 | -   | -                              | -                 | 61,063                                    |
| US Agency Note, CUSIP 3130AYKY1                                | 4.800%                         | 01/22/25 | -             | -                          | -                                 | -                          | -                                 | -   | -                              | -                 | 106,308                                   |
| US Agency Note, CUSIP 3133ERTZ4                                | 4.034%                         | 09/19/25 | 5,000,000     | 4,991,750                  | 4,998,340                         | 4,992,400                  | 4,998,340                         | 650   | (5,940)                        | 16,667            | 100,692                                   |
| US Treasury Note, CUSIP 91282CJK8                              | 4.625%                         | 11/15/26 | 5,000,000     | 5,047,850                  | 5,031,450                         | 5,050,600                  | 5,031,450                         | 2,750   | 19,150                         | 19,271            | 77,083                                    |
| US Treasury Note, CUSIP 91282CKH3                              | 4.249%                         | 03/31/26 | 5,000,000     | 5,019,150                  | 5,014,035                         | 5,020,200                  | 5,014,035                         | 1,050   | 6,165                          | 56,250            | 112,500                                   |
| Sub Total Investments  |                                |          | \$ 30,000,000 | \$ 30,072,300              | \$ 30,071,575                     | \$ 30,073,600              | \$ 30,071,575                     | \$ 1,300  | \$ 2,025                       | \$ 152,625        | \$ 902,021                                |
| Sub Total - Operating and Capital Projects Reserve Funds       |                                |          | \$ 30,000,000 | \$ 158,884,956             | \$ 158,884,231                    | \$ 150,592,505             | \$ 150,590,480                    | \$ (8,292,451)  | \$ 2,025                       | \$ 627,393        | \$ 3,221,506                              |
| <b>Bond and Debt Service Funds</b>                             |                                |          |               |                            |                                   |                            |                                   |   |                                |                   |   |
| Pool Accounts  |                                |          |               |                            |                                   |                            |                                   |   |                                |                   |   |
| LSIP Corporate Overnight Plus Fund - GOB Debt Service          | 4.4895%                        | N/A      | N/A           | 9,136,849                  | 9,136,849                         | 10,533,520                 | 10,533,520                        | 1,396,672   | N/A                            | 38,169            | 133,412                                   |
| LSIP Corporate Overnight Plus Fund - 2004 - 2011 Bond Earnings | 4.4895%                        | N/A      | N/A           | -                          | -                                 | -                          | -                                 | -   | N/A                            | -                 | 10  |
| LSIP Corporate Overnight Plus Fund - 2022 Bond Proceeds        | 4.4895%                        | N/A      | N/A           | 45,593,607                 | 45,593,607                        | 45,767,417                 | 45,767,417                        | 173,810   | N/A                            | 173,810           | 1,257,147                                 |
| LSIP Corporate Overnight Plus Fund - 2023 Bond Proceeds        | 4.4895%                        | N/A      | N/A           | 500                        | 500                               | 502                        | 502                               | 2   | N/A                            | 2                 | 19,223                                    |
| TexPool PRIME - 2021 Bond Proceeds                             | 4.4688%                        | N/A      | N/A           | 8,107,537                  | 8,107,537                         | 8,138,309                  | 8,138,309                         | 30,772  | N/A                            | 30,772            | 287,940                                   |
| Sub Total Pool Accounts  |                                |          | \$ N/A        | \$ 62,838,493              | \$ 62,838,493                     | \$ 64,439,748              | \$ 64,439,748                     | \$ 1,601,255  | \$ N/A                         | \$ 242,752        | \$ 1,697,732                              |
| Sub Total - Bond and Debt Service Funds                        |                                |          | \$ N/A        | \$ 62,838,493              | \$ 62,838,493                     | \$ 64,439,748              | \$ 64,439,748                     | \$ 1,601,255  | \$ N/A                         | \$ 242,752        | \$ 1,697,732                              |
| Grand Total - Cash, Cash Equivalents, and Investments          |                                |          | \$ 30,000,000 | \$ 221,723,449             | \$ 221,722,724                    | \$ 215,032,253             | \$ 215,030,228                    | \$ (6,691,196)  | \$ 2,025                       | \$ 870,144        | \$ 4,919,237                              |

San Jacinto College Foundation  
Financial Statements  
March 2025

## San Jacinto College Foundation

### Statement of Financial Position

As of March 31, 2025

| ASSETS                                    | Current Year        | Last Year           | Difference       |
|---|---------------------|---------------------|------------------|
| Current Assets                            |                     |                     |                  |
| Checking/Savings                          |                     |                     |                  |
| General Fund                              | \$1,854,060         | \$4,367,626         | (\$2,513,565)    |
| Promise (Endowed)                         | 13,735              | -                   | 13,735           |
| Total Checking/Savings                    | 1,867,795           | 4,367,626           | (2,499,830)      |
| Accounts Receivables                      | 2,755,505           | 2,040,000           | 715,505          |
| Other Current Assets                      |                     |                     |                  |
| Short Term Investments                    |                     |                     |                  |
| Goldman Sachs - Promise (Non-Endowed)     | 1,939,855           | 4,294,502           | (2,354,647)      |
| Goldman Sachs - Promise (Endowed)         | 26,945,395          | 23,147,382          | 3,798,013        |
| Goldman Sachs - FDN - HOE                 | 370,146             | 368,492             | 1,654            |
| Goldman Sachs - FDN                       | 15,682,744          | 14,373,181          | 1,309,563        |
| Total SJC Short Term Investments          | 44,938,139          | 42,183,556          | 2,754,583        |
| Total Current Assets                      | 49,561,439          | 48,591,181          | 970,258          |
| <b>TOTAL ASSETS</b>                       | <b>49,561,439</b>   | <b>48,591,181</b>   | <b>970,258</b>   |
| <b>LIABILITIES &amp; NET ASSETS</b>       |                     |                     |                  |
| Liabilities                               |                     |                     |                  |
| Current Liabilities                       |                     |                     |                  |
| Accounts Payable                          |                     |                     |                  |
| Grants Payable                            | 140,757             | 143,414             | (2,657)          |
| Programs Payable                          | 2,030               | 2,030               | -                |
| Endowments Payable                        | 296,184             | 218,031             | 78,152           |
| Scholarship Payables                      | 1,059,403           | 840,120             | 219,283          |
| Promise Payables                          | 898,738             | 1,038,872           | (140,134)        |
| Student Success Payables                  | 34,526              | 129,634             | (95,108)         |
| Total Accounts Payable                    | 2,431,637           | 2,372,101           | 59,536           |
| Total Current Liabilities                 | 2,431,637           | 2,372,101           | 59,536           |
| Total Liabilities                         | 2,431,637           | 2,372,101           | 59,536           |
| NET ASSETS                                |                     |                     |                  |
| Net Assets Without Donor Restrictions     | 28,358,466          | 28,152,697          | 205,769          |
| Net Assets With Donor Restrictions        | 19,409,576          | 15,805,921          | 3,603,655        |
| Net Assets                                | 47,768,042          | 43,958,618          | 3,809,424        |
| Net Income                                | (638,240)           | 2,260,463           | (2,898,702)      |
| Total Net Assets                          | 47,129,802          | 46,219,081          | 910,722          |
| <b>TOTAL LIABILITIES &amp; NET ASSETS</b> | <b>\$49,561,439</b> | <b>\$48,591,181</b> | <b>\$970,258</b> |

# San Jacinto College Foundation

Statement of Activities  
For the Period Ending March 31, 2025

|  | Current Year | Last Year   | Difference    | Foundation<br>Annual<br>Budget | Actual %<br>of Annual<br>Budget |
|--|--------------|-------------|---------------|--------------------------------|---------------------------------|
| <b>Ordinary Income/Expense</b>           |              |             |               |                                |                                 |
| <b>Income</b>                            |              |             |               |                                |                                 |
| <b>Contributions</b>                     |              |             |               |                                |                                 |
| Grant Contributions                      | 572,914      | 174,875     | 398,039       | 500,000                        | 115%                            |
| Endowments                               | 176,018      | 187,228     | (11,210)      | 1,000,000                      | 18%                             |
| Program Sponsorship                      | 175,360      | 239,807     | (64,447)      | 600,000                        | 29%                             |
| Unrestricted Foundation                  | 13,143       | -           | 13,143        | 150,000                        | 9%                              |
| Scholarships                             | 331,811      | 604,407     | (272,596)     | 650,000                        | 51%                             |
| <b>Total Contributions</b>               | 1,269,247    | 1,206,318   | 62,930        | 2,900,000                      | 44%                             |
| <b>Other Income</b>                      |              |             |               |                                |                                 |
| Special Events                           | -            | 441,793     | (441,793)     |                                |                                 |
| Investment Income                        | 1,139,757    | 1,012,597   | 127,160       | 3,000,000                      |                                 |
| Realized Gain / (Loss)                   | (63,948)     | (31,723)    | (32,225)      | -                              |                                 |
| Unrealized Gain / (Loss)                 | 787,410      | 3,184,667   | (2,397,256)   | -                              |                                 |
| <b>Total Other Income</b>                | 1,863,220    | 4,607,334   | (2,744,114)   | 3,000,000                      | 62%                             |
| <b>Total Income</b>                      | 3,132,467    | 5,813,651   | (2,681,184)   | 5,900,000                      | 53%                             |
| <b>Expense</b>                           |              |             |               |                                |                                 |
| <b>Programs</b>                          |              |             |               |                                |                                 |
| Scholarships Awarded - Promise           | 2,175,708    | 2,377,854   | (202,146)     | 3,000,000                      | 73%                             |
| Scholarships Awarded - FND               | 714,769      | 784,047     | (69,278)      | 1,000,000                      | 71%                             |
| Programs Sponsored                       | 716,837      | 285,728     | 431,109       | 400,000                        | 179%                            |
| Student Success Initiatives              | 54,461       | 57,470      | (3,009)       | 100,000                        | 54%                             |
| <b>Total Programs</b>                    | 3,661,775    | 3,505,099   | 156,676       | 4,500,000                      | 81%                             |
| <b>Supporting Services</b>               |              |             |               |                                |                                 |
| Bad Debt Expense                         | -            | -           | -             | 3,500                          | 0%                              |
| <b>Supporting Services</b>               |              |             |               |                                |                                 |
| Foundation Expenses                      | 85,399       | 35,738      | 49,661        | 189,500                        | 45%                             |
| Fundraising Expenses                     | -            | 7,026       | (7,026)       |                                |                                 |
| Sponsorship Expense                      | 23,533       | 5,326       | 18,207        | 15,000                         | 157%                            |
| <b>Total Supporting Services</b>         | 108,932      | 48,090      | 60,842        | 204,500                        | 53%                             |
| <b>Total Expense</b>                     | 3,770,707    | 3,553,189   | 217,518       | 4,708,000                      | 80%                             |
| <b>Net Ordinary Income</b>               | (638,240)    | 2,260,463   | (2,898,702)   | 1,192,000                      |                                 |
| Other Income / Expenses                  |              |             |               |                                |                                 |
| <b>Increase/Decrease in Net Position</b> | (\$638,240)  | \$2,260,463 | (\$2,898,702) | \$1,192,000                    |                                 |

Capital Improvement Program  
March 2025

**2015 Bond Program**

Report as of March 31, 2025

| Project   | Base Budget        | Budget Adjustments | Current Budget     | Program Management Fees | Total Budget       | Encumbered Funds | Total Expenditures | Remaining Balance | Percent of Budget Encumbered/ Expensed |
|---|--------------------|--------------------|--------------------|-------------------------|--------------------|------------------|--------------------|-------------------|--|
| <b>Central</b>                                      |                    |                    |                    |                         |                    |                  |                    |                   |  |
| 731603 - CC Classroom Building                      | 47,155,000         | (804,781)          | 46,350,219         | 1,788,440               | 48,138,659         | 121,764          | 47,307,759         | 709,136           | 98.53%                                 |
| <b>Sub-total</b>                                    | 47,155,000         | (804,781)          | 46,350,219         | 1,788,440               | 48,138,659         | 121,764          | 47,307,759         | 709,136           | 98.53%                                 |
| <b>North</b>  |                    |                    |                    |                         |                    |                  |                    |                   |  |
| <b>Sub-total</b>                                    | -                  | -                  | -                  | -                       | -                  | -                | -                  | -                 | -                                      |
| <b>South</b>  |                    |                    |                    |                         |                    |                  |                    |                   |  |
| 733615 - SC S7- S8 Roof Replacement                 | -                  | 200,000            | 200,000            | -                       | 200,000            | -                | -                  | 200,000           | -                                      |
| 733616 - SC BioManufacturing Program                | -                  | 750,000            | 750,000            | -                       | 750,000            | 16,617           | 605,211            | 128,172           | 82.91%                                 |
| <b>Sub-total</b>                                    | -                  | 950,000            | 950,000            | -                       | 950,000            | 16,617           | 605,211            | 328,172           | 65.46%                                 |
| <b>Maritime</b>                                     |                    |                    |                    |                         |                    |                  |                    |                   |  |
| 736603 - MC Maritime Expansion                      | 28,000,000         | (26,420,300)       | 1,579,700          | 31,300                  | 1,611,000          | 378,919          | 1,169,934          | 62,147            | 96.14%                                 |
| <b>Sub-total</b>                                    | 28,000,000         | (26,420,300)       | 1,579,700          | 31,300                  | 1,611,000          | 378,919          | 1,169,934          | 62,147            | 96.14%                                 |
| 736606 - Generation Park Opportunities              | -                  | 14,800,000         | 14,800,000         | -                       | 14,800,000         | 142,886          | 789,144            | 13,867,970        | 6.30%                                  |
| 736616 - Generation Park BioManufacturing Program   | -                  | 2,200,000          | 2,200,000          | -                       | 2,200,000          | 1,727,861        | 407,021            | 65,118            | 97.04%                                 |
| 736617 - Generation Park BioManufacturing Equipment | -                  | 3,000,000          | 3,000,000          | -                       | 3,000,000          | -                | 6,394              | 2,993,606         | 0.21%                                  |
| <b>Sub-total</b>                                    | -                  | 20,000,000         | 20,000,000         | -                       | 20,000,000         | 1,870,747        | 1,202,559          | 16,926,694        | 15.37%                                 |
| <b>Admin</b>  |                    |                    |                    |                         |                    |                  |                    |                   |  |
| 76605A - CW Deferred Maintenance Phase I            | -                  | 29,116,918         | 29,116,918         | 427,385                 | 29,544,303         | 1,484,516        | 26,557,030         | 1,502,757         | 94.91%                                 |
| 736610 - CW Deferred Maintenance Phase II           | -                  | 7,894,903          | 7,894,903          | -                       | 7,894,903          | 1,134,255        | 3,633,229          | 3,127,418         | 60.39%                                 |
| 736615 - DIST FY25 CW Roofing Projects              | -                  | 100,000            | 100,000            | -                       | 100,000            | 52,000           | -                  | 48,000            | 52.00%                                 |
| 720100 - Program Management - AECOM                 | -                  | 11,427,809         | 11,427,809         | (11,404,113)            | 23,696             | 23,696           | -                  | -                 | 100.00%                                |
| 736601 - Contingency                                | 1,166,180          | 16,436,651         | 17,602,831         | -                       | 17,602,831         | -                | -                  | 17,602,831        | -                                      |
| <b>Sub-total</b>                                    | 1,166,180          | 64,976,281         | 66,142,461         | (10,976,728)            | 55,165,733         | 2,694,468        | 30,190,259         | 22,281,006        | 59.61%                                 |
| <b>Previously Completed and Closed Projects</b>     |                    |                    |                    |                         |                    |                  |                    |                   |  |
| <b>Sub-total</b>                                    | 348,678,820        | (58,701,200)       | 289,977,620        | 9,156,988               | 299,134,608        | -                | 299,134,608        | -                 | 100.00%                                |
| <b>TOTALS</b>                                       | <b>425,000,000</b> | <b>-</b>           | <b>425,000,000</b> | <b>-</b>                | <b>425,000,000</b> | <b>5,082,515</b> | <b>379,610,330</b> | <b>40,307,155</b> | <b>90.52%</b>                          |

## Center for Biotechnology at Generation Park

Report as of March 31, 2025

| Project  | Base Budget      | Budget Adjustments | Current Budget    | Total Budget      | Encumbered Funds | Total Expenditures | Remaining Balance | Percent of Budget Encumbered/ Expensed |
|--|------------------|--------------------|-------------------|-------------------|------------------|--------------------|-------------------|--|
| <b>Generation Park</b>                               |                  |                    |                   |                   |                  |                    |                   |  |
| 736616 GP - BioManufacturing Program (Revenue Bond)  | 4,000,000        | -                  | 4,000,000         | 4,000,000         | 405,541          | 3,594,459          | -                 | 100.00%                                |
| 736616 GP - BioManufacturing Program (Bond Earnings) | 1,900,000        | -                  | 1,900,000         | 1,900,000         | -                | 1,900,000          | -                 | 100.00%                                |
| 736616 GP - BioManufacturing Program (2015 Bond)     | 1,600,000        | 600,000            | 2,200,000         | 2,200,000         | 1,727,861        | 407,021            | 65,118            | 97.04%                                 |
| 736617 GP - BioManufacturing Equipment - (2015 Bond) | -                | 3,000,000          | 3,000,000         | 3,000,000         | -                | 6,394              | 2,993,606         | 0.21%                                  |
| <b>TOTALS</b>  | <b>7,500,000</b> | <b>3,600,000</b>   | <b>11,100,000</b> | <b>11,100,000</b> | <b>2,133,402</b> | <b>5,907,874</b>   | <b>3,058,724</b>  | <b>72.44%</b>                          |

## Interest Earnings per Bond Issue

Report as of March 31, 2025

| Bond Issue                      | Prior years<br>Earnings as of<br>08.31.24 | FY25 Interest<br>Earnings | Allocated<br>Earnings | Available<br>Balance |
|---------------------------------|---|---------------------------|-----------------------|----------------------|
| 2004-2011 Bond Issue Earnings   | 4,488,324                                 | 10                        | (4,488,334)           | -                    |
| 2016 & 2019 Bond Issue Earnings | 8,505,744                                 | 8,937                     | (8,486,346)           | 28,335               |
| 2021 Bond Issue Earnings        | 2,776,134                                 | 277,665                   | (2,474,311)           | 579,488              |
| 2022 Bond Issue Earnings        | 4,509,270                                 | 1,257,147                 | (3,482,854)           | 2,283,563            |
| 2023 Revenue Bond Earnings      | 17,864                                    | 19,223                    | -                     | 37,086               |
| <b>TOTALS</b>                   | <b>20,297,336</b>                         | <b>1,562,981</b>          | <b>(18,931,845)</b>   | <b>2,928,473</b>     |

## Projects Funded with Bond Interest Earnings

| Projects                                   | Allocated<br>Budget | Encumbered<br>Funds | Total<br>Expenditures | Remaining<br>Balance | Percent of<br>Budget<br>Encumbered/<br>Expensed |
|--|---------------------|---------------------|-----------------------|----------------------|---|
| <b>Central</b>                             |                     |                     |                       |                      |   |
| 731615 - CC - C3 Low Roof Replacement      | 563,932             | 88,890              | 459,280               | 15,762               | 97.21%  |
| 731616 - CC - C5 Roof Upgrade              | 1,008,201           | 313,936             | 495,650               | 198,616              | 80.30%  |
| <b>Sub-total</b>                           | 1,572,134           | 402,826             | 954,930               | 214,378              | 86.36%  |
| <b>North</b>                               |                     |                     |                       |                      |   |
| 732614 - NC - N7, N8 & N9 Roof Replacement | 2,115,545           | -                   | 1,988,004             | 127,541              | 93.97%  |
| 732615 - NC - N2 Roof Replacement          | 1,703,274           | 1,508,370           | 59,560                | 135,344              | 92.05%  |
| <b>Sub-total</b>                           | 3,818,819           | 1,508,370           | 2,047,564             | 262,885              | 93.12%  |
| <b>South</b>                               |                     |                     |                       |                      |   |
| 733615 - SC - S7 & S9 Roof Replacement     | 2,319,532           | 25,195              | 2,245,220             | 49,117               | 97.88%  |
| 733617 - SC - S11 Roof Replacement         | 680,990             | 31,816              | 613,529               | 35,646               | 94.77%  |
| 733618 - SC - S14 Roof Replacement         | 580,523             | 59,675              | 8,119                 | 512,729              | 11.68%  |
| <b>Sub-total</b>                           | 3,581,045           | 116,686             | 2,866,868             | 597,491              | 83.32%  |
| <b>Gen Park</b>                            |                     |                     |                       |                      |   |
| 736616 - GP - BioManufacturing Prg         | 1,900,000           | -                   | 1,900,000             | -                    | 100.00%   |
| <b>Sub-total</b>                           | 1,900,000           | -                   | 1,900,000             | -                    | 100.00%   |
| <b>Plant Support Services</b>              |                     |                     |                       |                      |   |
| Salaries & benefits (not capitalized)      | 614,650             | -                   | 614,650               | -                    | 100.00%   |
| <b>Sub-total</b>                           | 614,650             | -                   | 614,650               | -                    | 100.00%   |
| <b>Closed Projects</b>                     |                     |                     |                       |                      |   |
| Multiple Projects                          | 7,445,197           | -                   | 7,445,197             | -                    | 100.00%   |
| <b>Sub-total</b>                           | 7,445,197           | -                   | 7,445,197             | -                    | 100.00%   |
| <b>TOTALS</b>                              | <b>18,931,845</b>   | <b>2,027,882</b>    | <b>15,829,209</b>     | <b>1,074,754</b>     | <b>94.32%</b>                                   |

**Future Capital Projects**

Report as of March 31, 2025

| Project                              | Base Budget | Budget Adjustments | Current Budget    | Total Budget      | Encumbered Funds | Total Expenditures | Remaining Balance | Percent of Budget Encumbered/ Expensed |
|--------------------------------------|-------------|--------------------|-------------------|-------------------|------------------|--------------------|-------------------|--|
| <b>College Wide</b>                  |             |                    |                   |                   |                  |                    |                   |  |
| Sportsfields Upgrades (726505)       | -           | 2,400,000          | 2,400,000         | 2,400,000         | 514,461          | 213,547            | 1,671,993         | 30.33%                                 |
| Capital Reserve Contingency (726504) | -           | 10,558,935         | 10,558,935        | 10,558,935        | -                | -                  | 10,558,935        | -                                      |
| <b>TOTALS</b>                        | -           | <b>12,958,935</b>  | <b>12,958,935</b> | <b>12,958,935</b> | <b>514,461</b>   | <b>213,547</b>     | <b>12,230,927</b> | 5.62%                                  |

## Energy Conservation Project - CL442

Report as of March 31, 2025

| Project   | Base Budget      | Budget Adjustments | Total Budget     | Encumbered Funds | Total Expenditures | Remaining Balance | Percent of Budget Encumbered/ Expensed |
|---|------------------|--------------------|------------------|------------------|--------------------|-------------------|--|
| <b>College Wide</b>                                   |                  |                    |                  |                  |                    |                   |  |
| E25001 UCRM 1 - LED Lighting Retrofit                 | -                | 1,155,562          | 1,155,562        | 975,858          | 14,700             | 165,004           | 85.72%                                 |
| E25002 UCRM 2.1b - IDF/MDF Mini Split System          | -                | 94,456             | 94,456           | 64,187           | 30,269             | -                 | 100.00%                                |
| E25003 UCRM 2.1c - S11 Police Department Split System | -                | 30,461             | 30,461           | 15,419           | 15,042             | -                 | 100.00%                                |
| E25004 UCRM 2.5a - NC Demand Flow Optimization        | -                | 366,904            | 366,904          | 166,893          | 200,011            | -                 | 100.00%                                |
| E25005 UCRM 2.5b - SC Boiler Optimization             | -                | 77,000             | 77,000           | -                | 73,150             | 3,850             | 95.00%                                 |
| E25006 UCRM 3 - Retro Commissioning 10 Buildings      | -                | 350,920            | 350,920          | 243,000          | 27,000             | 80,920            | 76.94%                                 |
| E25007 UCRM 4.1 Power Factor Correction               | -                | 16,280             | 16,280           | -                | 16,280             | -                 | 100.00%                                |
| E25008 UCRM 5.4a NC Baseball Field Water Recapture    | -                | 411,480            | 411,480          | 27,500           | -                  | 383,980           | 6.68%                                  |
| E25009 UCRM 5.4b SC irrigation System Sub-metering    | -                | -                  | -                | -                | -                  | -                 | -                                      |
| E25010 Utility Assessment Report                      | -                | 92,000             | 92,000           | -                | 92,000             | -                 | 100.00%                                |
| E25000 - Contingency Lone Star Loan 2025              | 2,595,063        | (2,595,063)        | -                | -                | -                  | -                 | -                                      |
| <b>TOTALS</b>   | <b>2,595,063</b> | <b>-</b>           | <b>2,595,063</b> | <b>1,492,857</b> | <b>468,452</b>     | <b>633,754</b>    | <b>75.58%</b>                          |

## Repair and Renovation

Report as of March 31, 2025

| Project  | Base Budget | Budget Adjustments | Current Budget | Total Budget | Encumbered Funds | Total Expenditures | Remaining Balance | Percent of Budget Encumbered/ Expensed |
|--|-------------|--------------------|----------------|--------------|------------------|--------------------|-------------------|--|
| <b>Central</b>                                 |             |                    |                |              |                  |                    |                   |  |
| F25001 CC - CC/EDGE/Maritime Misc. Funds       | -           | 15,000             | 15,000         | 15,000       | -                | 4,768              | 10,232            | 31.79%                                 |
| F25012 CC - C11.1119 MRI Stimulator            | -           | 12,862             | 12,862         | 12,862       | 12,862           | -                  | -                 | 100.00%                                |
| F25013 CC - C11.1120 Surgical Lab              | -           | 25,405             | 25,405         | 25,405       | 25,405           | -                  | -                 | 100.00%                                |
| F25029 CC - C19 Deterrence Barrier             | -           | 71,795             | 71,795         | 71,795       | 22,322           | -                  | 49,473            | 31.09%                                 |
| F25030 CC - Misc. Furniture                    | -           | 41,008             | 41,008         | 41,008       | 3,101            | 37,907             | -                 | 100.00%                                |
| F25036 CC - C14.246 Storefront                 | -           | 17,728             | 17,728         | 17,728       | 17,728           | -                  | -                 | 100.00%                                |
| F25040 CC - C19 Vesda Replacement              | -           | 37,115             | 37,115         | 37,115       | 30,929           | -                  | 6,186             | 83.33%                                 |
| F25045 CC - C27.2302 Furniture & Data          | -           | 7,311              | 7,311          | 7,311        | 7,311            | -                  | -                 | 100.00%                                |
| <b>Sub-total</b>                               | -           | 228,224            | 228,224        | 228,224      | 119,658          | 42,675             | 65,891            | 71.13%                                 |
| <b>North</b>                                   |             |                    |                |              |                  |                    |                   |  |
| F25002 NC - NC Misc.Funds                      | -           | 10,000             | 10,000         | 10,000       | -                | 88                 | 9,912             | 0.88%                                  |
| F25014 NC - N1 Fine Arts Stage Floor           | -           | 102,867            | 102,867        | 102,867      | 102,867          | -                  | -                 | 100.00%                                |
| F25026 NC - Wayfinding                         | -           | 40,000             | 40,000         | 40,000       | -                | -                  | 40,000            | -                                      |
| F25044 NC - N7- N10 Fire Alarm Speakers        | -           | 6,974              | 6,974          | 6,974        | 6,974            | -                  | -                 | 100.00%                                |
| <b>Sub-total</b>                               | -           | 159,841            | 159,841        | 159,841      | 109,841          | 88                 | 49,912            | 68.77%                                 |
| <b>South</b>                                   |             |                    |                |              |                  |                    |                   |  |
| F25003 SC - SC Misc. Funds                     | -           | 10,000             | 10,000         | 10,000       | 7,398            | 1,829              | 773               | 92.27%                                 |
| F25025 SC - SC Wayfinding                      | -           | 42,328             | 42,328         | 42,328       | 21,164           | 21,164             | -                 | 100.00%                                |
| F25041 SC - S8 Elevator Repair                 | -           | 72,291             | 72,291         | 72,291       | 72,241           | -                  | 50                | 99.93%                                 |
| F25048 SC - S7.160 Conference Table and Chairs | -           | 3,910              | 3,910          | 3,910        | 3,910            | -                  | -                 | 100.00%                                |
| <b>Sub-total</b>                               | -           | 128,529            | 128,529        | 128,529      | 104,713          | 22,993             | 823               | 99.36%                                 |
| <b>Maritime</b>                                |             |                    |                |              |                  |                    |                   |  |
| F25039 MT - Maritime Pool Cover                | -           | 13,200             | 13,200         | 13,200       | 13,200           | -                  | -                 | 100.00%                                |
| <b>Sub-total</b>                               | -           | 13,200             | 13,200         | 13,200       | 13,200           | -                  | -                 | 100.00%                                |
| <b>Generation Park</b>                         |             |                    |                |              |                  |                    |                   |  |
| F25005 GP - GP Misc. Funds                     | -           | 5,000              | 5,000          | 5,000        | -                | -                  | 5,000             | -                                      |
| <b>Sub-total</b>                               | -           | 5,000              | 5,000          | 5,000        | -                | -                  | 5,000             | -                                      |
| <b>District</b>                                |             |                    |                |              |                  |                    |                   |  |
| F25004 DIST - DC Misc. Funds                   | -           | 5,000              | 5,000          | 5,000        | 309              | -                  | 4,691             | 6.18%                                  |
| F25011 DIST - CW Reupholstering                | -           | 75,891             | 75,891         | 75,891       | 74,265           | 1,626              | -                 | 100.00%                                |
| F25023 DIST - CW Safety Signage - PH II        | -           | 60,000             | 60,000         | 60,000       | 8,555            | -                  | 51,445            | 14.26%                                 |
| F25032 DIST - A1 Front Entrance Kiosk          | -           | 19,000             | 19,000         | 19,000       | -                | 12,330             | 6,670             | 64.89%                                 |
| F25042 DIST - A1.114 Cubicle and Furniture     | -           | 8,002              | 8,002          | 8,002        | 8,002            | -                  | -                 | 100.00%                                |
| <b>Sub-total</b>                               | -           | 167,893            | 167,893        | 167,893      | 91,131           | 13,956             | 62,806            | 62.59%                                 |
| <b>Contingency (720700) - Major Repairs</b>    | 600,000     | (587,107)          | 12,893         | 12,893       | -                | -                  | 12,893            | -                                      |
| <b>Sub-total</b>                               | 600,000     | (587,107)          | 12,893         | 12,893       | -                | -                  | 12,893            | -                                      |
| <b>Projects Closed</b>                         |             |                    |                |              |                  |                    |                   |  |
| F25009 CC - C3. 287 One Button Studio          | -           | 19,936             | 19,936         | 19,936       | -                | 19,936             | -                 | 100.00%                                |
| F25017 CC - C19.265 STEM Lab Furniture         | -           | 4,159              | 4,159          | 4,159        | -                | 4,159              | -                 | 100.00%                                |
| F25028 CC - Security Camera Expansion          | -           | 7,833              | 7,833          | 7,833        | -                | 7,833              | -                 | 100.00%                                |
| F25035 CC - C20 ECHS Café Refrigerator         | -           | 2,400              | 2,400          | 2,400        | -                | 2,400              | -                 | 100.00%                                |
| F25007 NC - N8.219 AV English Ste PH II        | -           | 8,526              | 8,526          | 8,526        | -                | 8,526              | -                 | 100.00%                                |
| F25008 NC - N8.152 Data Drop                   | -           | -                  | -              | -            | -                | -                  | -                 | 100.00%                                |
| F25010 NC - N10.155 IT Office Space            | -           | 31,712             | 31,712         | 31,712       | -                | 31,712             | -                 | 100.00%                                |
| F25034 NC - Baseball Shot Clock Installati     | -           | 5,608              | 5,608          | 5,608        | -                | 5,608              | -                 | 100.00%                                |
| F25027 SC - S11.110A & B Furniture Replacement | -           | 5,918              | 5,918          | 5,918        | -                | 5,918              | -                 | 100.00%                                |
| F25033 SC - Softball Action Clock Install      | -           | 7,130              | 7,130          | 7,130        | -                | 7,130              | -                 | 100.00%                                |

**Repair and Renovation**

|                                      |                |                |                |                |                |                |                |               |
|--------------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|---------------|
| F25006 GP - G2.221 A&P Lab           | -              | 4,522          | 4,522          | 4,522          | -              | 4,522          | -              | 100.00%       |
| F25031 DIST - CW Utility Master Plan | -              | 5,218          | 5,218          | 5,218          | -              | 5,218          | -              | 100.00%       |
| <b>Sub-total</b>                     | -              | 102,962        | 102,962        | 102,962        | -              | 102,962        | -              | 100.00%       |
| <b>TOTALS</b>                        | <b>600,000</b> | <b>218,542</b> | <b>818,542</b> | <b>818,542</b> | <b>438,543</b> | <b>182,674</b> | <b>197,325</b> | <b>75.89%</b> |

**Action Item “IX”**  
**Regular Board Meeting May 5, 2025**  
**Consideration of Approval of Memorandum of Understanding with**  
**Faith Christian Academy for Dual Credit**

**ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees approve a Memorandum of Understanding (MOU) between San Jacinto Community College District (SJCCD) and Faith Christian Academy for dual credit.

**BACKGROUND**

Faith Christian Academy, located at 3519 Burke Road, Pasadena TX 77504, approached San Jacinto College to establish a dual credit program for students from their local high schools. The dual credit program will offer an opportunity for students to earn college credit by taking academic courses.

All provisions in the MOU follow the rules for Dual Credit Partnerships between Secondary Schools and Texas Public Colleges as outlined in the Texas Administrative Code, Title 19, Part 1, Chapter 4, Subchapter D. The MOU will further the College’s dual credit program goals, which align with the goals of the Texas Higher Education Coordinating Board, to be included or referenced in the MOU.

**IMPACT OF THIS ACTION**

Approval of this MOU will allow the College and Faith Christian Academy to begin their dual credit partnership.

**BUDGET INFORMATION**

All elements related to the operation of the Dual Credit programs are contained within the 2025-2026 budget.

**MONITORING AND REPORTING TIMELINE**

The agreement shall become effective upon the date of execution and will continue through October 1, 2027.

**ATTACHMENTS**

Attachment 1 – MOU

**RESOURCE PERSONNEL**

|                   |              |                            |
|-------------------|--------------|----------------------------|
| Laurel Williamson | 281-998-6182 | laurel.williamson@sjcd.edu |
| Joanna Zimmermann | 281-476-1863 | joanna.zimmermann@sjcd.edu |
| Sonia Townsend    | 281-459-7653 | sonia.townsend@sjcd.edu    |



This Memorandum of Understanding ("Agreement") is by and between the **San Jacinto Community College District**, a public community college established under Chapter 130 of the Texas Education Code, an institution of higher education under Section 61.003 of the Texas Education Code, and political subdivision of the State of Texas ("SJCCD" or "College") and **Faith Christian Academy**, located at 3519 Burke Rd, Pasadena, TX 77504 a private school established by law and political subdivision of the State of Texas ("Faith Christian Academy" or "Academy" or "School") as of the effective date **June 1, 2025** ("Effective Date"). Individually, SJCCD or **Faith Christian Academy** shall be referred to herein as "Party" and collectively, as "Parties."

The Parties agree to the following:

#### I. TERM

This Agreement shall commence on the Effective Date and expire on **June 1, 2027** ("Expiration Date") unless terminated earlier as set forth herein and conditioned upon any approvals required by the Texas Education Agency ("TEA") and the Texas Higher Education Coordinating Board ("THECB"). As used herein, the term "Term" shall mean the time period between the Effective Date and the Expiration Date.

#### II. WEBSITE

Both Parties agree to post a copy of this Agreement on their respective internet websites under Title 19, Part 1, Chapter 4, Subchapter D, Rule § 4.84 for dual credit partnerships between public school districts and Texas public institutions of higher education.

#### III. OVERVIEW

The College is committed to serving the students and communities of the greater Houston area through collaborative work with schools in the College's service area. A major initiative promoting a college-going and college-graduation culture is the partnership between **Faith Christian Academy** and San Jacinto Community College District to establish a dual credit program. This dual credit program complies with Applicable Law (as hereinafter defined), including, without limitation, the laws and regulations set forth by the State of Texas for dual credit partnerships between secondary schools and Texas public colleges to offer dual credit to qualified students. The term 'partnership' as used in this Agreement refers to the dual credit partnerships as described in 19 Texas Administrative Code, Chapter 4, Subchapters D and G and 19 Texas Administrative Code, Chapter 9, Subchapter H. The applicable statutes and the foregoing regulations authorize Texas public institutions of higher education (as defined in Texas Education Code § 61.003, which includes community colleges) to enter into agreements with secondary schools to offer courses that

grant credit toward the student's high school curriculum requirements and college-level credit. The Parties agree to enter into this Agreement for the purpose of setting forth the roles and respective obligations of the Parties for the establishment of a dual credit program with courses offered on the Central campus of SJCCD and online.

#### **IV. NON-DISCRIMINATION**

The College is committed to equal opportunity for all students, 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 per Applicable Law.

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 College on the basis of the categories listed.

For more information on the College's non-discrimination policy, see [Board Policy IV-B: Policies on Equal Opportunity](#) and [Policy III.3006.D: Sexual Misconduct](#).

For more information on the School's non-discrimination policy see <https://fbca-tx.client.renweb.com/oa/?memberid=1026>.

The School will designate a specific official who is certified as a Title IX Investigator to serve as the authorized liaison for the SJCCD Office of Human Resources. The School official and the College's representative(s) will work collaboratively and timely to share any and all information necessary in the event of an investigation of a personnel or student matter.

The Parties acknowledge their respective duties and obligations to enforce their student codes of conduct and policies applicable to both students and staff, as well as investigate and address reports of concerns that implicate state and federal law, including, but not limited to, Title IX of the Education Amendments of 1974. To ensure that both Parties comply with these occasional overlapping obligations, the Parties agree that their designees responsible for discharging these duties will act cooperatively, communicate fully, and share information as permitted by Applicable Law.

#### **V. APPLICABLE LAW**

Both Parties agree to perform their respective obligations and operate the Dual Credit program in compliance with all applicable Federal, State, and local laws, implementing regulations, executive orders, and interpreting authorities including, but not limited to, the United States Constitution; the Texas Constitution, the Elementary and Secondary Education Act; the Individuals with Disabilities in Education Act ("IDEA"); the Family Educational Rights and Privacy Act of 1974 ("FERPA"); Title VI of the Civil Rights Act of 1964, as amended; Title VII of the Civil Rights Act; Title IX of the Education Amendments 1972 (20 U.S.C. § 1681 et seq.); Section 504 of the Rehabilitation Act of 1973; the Americans with Disabilities Act of 1990 (ADA), and the ADA Amendments Act of 2008; the Age Discrimination Act of 1975; Immigration Reform and Control Act of 1986, 8 U.S.C. §1324 et seq; United States Department of Education requirements; the Texas Education Code, including, without limitation, Sections 28.009, 29.081, 29.908,

130.008, and other provisions governing early college high school programs and dual credit programs, high school and college course requirements and credit, grading, graduation requirements, and credentialing; Chapter 22 (Subchapter B as it relates to immunity and Subchapter C as related to criminal history background checks for services provided on a School district campus); Chapter 39 (accountability); the Texas Government Code, to the extent it applies to the subject matter of this Agreement, including, without limitation Chapter 551 (Open Meetings), Chapter 552 (Public Records), Chapter 573 (Nepotism), and the Chapter 2251 (“Prompt Pay Act”); Texas Labor Code; the record retention laws and conflicts of interest laws under the Texas Local Government Code; Texas Local Government Code, Chapter 271, Subchapter I; Title 19 of the Texas Administrative Code, including without limitation, Chapter 4, Subchapters D and G, and Chapter 9, Subchapter H, Section 102.109 (early college high schools), and Section 129.1027 (optional flexible school days); all TEA and THECB regulations, guidelines, program assurances, and blueprint applicable to early college high school and dual credit programs, courses and coursework, and personnel, including, without limitation, course conformity in accordance with the Lower Division Academic Course Guide Manual (“LDACGM”) and the Workforce Education Course Manual (“WECM”); requirements of the Southern Association of Colleges and Schools Commission on Colleges (“SACSCOC”) applicable to both Parties; any policy statements and guidance issued by TEA and other TEA requirements relating to public schools; any applicable local ordinances, including local building codes and regulations to the extent applicable to the delivery of services under this Agreement; any amendments to or recodification of the aforementioned laws; and the board policies of each of the Parties as they may be applicable to the subject matter of this Agreement (collectively, “Applicable Law”).

#### **VI. PURPOSE**

The Parties agreed to enter into this Agreement to set forth the roles and respective obligations of the Parties for the establishment and operation of the Program for eligible students, which will allow the students to earn college credit while simultaneously earning credit toward their high school graduation requirements. This Agreement encompasses all programs and initiatives under the dual credit programs as required by Applicable Law.

#### **VII. ELIGIBLE COURSES**

- a) Any courses offered for dual credit by SJCCD shall be identified as college-level academic courses in the current edition of the Lower Division Academic Course Guide Manual adopted by the THECB and listed in SJCCD’s Core Curriculum, or as college-level workforce education courses in the current edition of Workforce Education Course Manual (WECM) adopted by the THECB, or a foreign language course.
- b) Courses offered for dual credit by SJCCD to the School will be in Certificate of Technology or Associate Degree programs.
- c) Prior to the commencement of the classes, the College and the School will develop a course equivalency crosswalk identifying the available courses and course credits that may be earned under this Agreement, including the number of credits that may be earned for each course completed. The final course equivalency crosswalk (“Crosswalk”) will be attached to this Agreement as Appendix B and incorporated herein.
- d) Students should only take college courses listed on their college pathways degree plan listed on Degreeworks.

- e) Specific course offerings for the Program will be determined collaboratively between SJCCD and the School.
- f) Developmental and remedial courses are not offered for dual credit.
- g) The College and the School agree that SJCCD policies and practices regulating dual credit courses will be followed.
- h) A corresponding PEIMS high school course code as identified in the current PEIMS Data Standards manual adopted by the State Board of Education shall be provided by the District indicating the high school course(s) for which high school credit shall also be awarded.

#### **VIII. STUDENT ELIGIBILITY REQUIREMENTS**

- a) To be eligible for dual credit enrollment at SJCCD, the high school student must:
  1. Meet all requirements for standard admission to the College as outlined in the College's current College Catalog, as well as other requirements that may be imposed by the School.
  2. Must meet dual credit admissions and eligibility requirements as required by Applicable Law including, without limitation, the Texas Success Initiative (TSI) Assessment minimum passing scores established by the THECB.
  3. Must successfully complete established prerequisites for any College course as listed in the course description found in the current College Catalog.
- b) The School shall comply with all recruitment and notification requirements of Chapter 28 of the Texas Education Code and other Applicable Law.
- c) Students taking the TSIA at San Jacinto College will not be charged for their first attempt on any section of the Texas Success Initiative Assessment (TSIA). Students will be charged for any additional testing attempts at the current SJCCD Board-approved cost. The current cost is \$15.00 per section or \$30.00 for the entire assessment. The School or student will cover the cost of any additional attempts.
- d) The School will work with the College to make certain that all dual credit students are enrolled by the first day of class to help ensure student success.

#### **IX. LOCATION OF CLASSES**

The location of the dual credit Program courses will be held at the College's campus, high school campus, or an approved instructional site per SACSCOC standards. The College will comply with Applicable Law for offering courses at a distance. In addition, college courses taught electronically shall comply with the THECB's adopted Principles of Good Practice for Courses Offered Electronically. The College shall be responsible for the maintenance and operations at the SJCCD campus(es). For college classes taught at or on School facilities, the School shall be responsible for maintenance and operation at those facilities. Students must comply with all SJCCD policies, rules, and regulations relating to conduct while on College property.

#### **X. TRANSPORTATION**

SJCCD will not provide student transportation. Students are responsible for their own transportation. Students are required to attend classes at the College on days that constitute holidays or days off for the School when the College is open and operating classes. Students are required to ensure arrival at the College's campus early enough to be on time for class.

If required and deemed necessary, the School will provide students with appropriate transportation under State law and School rules and procedures. If the School sponsors student transportation, the District agrees to schedule appropriate transportation to ensure arrival at the College's campus early enough to allow students to be on time for class.

#### **XI. STUDENT COMPOSITION OF CLASS**

Dual credit students attending classes on an SJCCD campus will be in classes with students from the general College population.

#### **XII. FACULTY SELECTION, SUPERVISION, COMPENSATION, AND EVALUATION**

- a) The College shall select, hire, supervise, and evaluate all instructors of dual credit courses offered by the College, according to College and departmental policies and procedures. These instructors must meet the minimum requirements specified by the SACSCOC and Applicable Law and are subject to approval procedures used by the College to select faculty.
- b) Any non-academic incidents or complaints against Dual Credit Faculty teaching a College course are required to be reported to the Dual Credit Director and the College's Office of Human Resources to the attention of the Director and/or Employee Relations Officers for investigation.
- c) The School will designate a specific School official that is certified as a Title IX Investigator to serve as the authorized liaison for San Jacinto College Office of Human Resources. The School official and the College's representative(s) will work collaboratively and timely to share any and all information necessary in the event of an investigation of a personnel matter.
- d) The College shall be responsible for the payment of the salary, benefits, and employment taxes of its employees performing services for or at the high school.
- e) Each Party shall provide professional development opportunities to its own employees in the same or similar manner as provided to its other professional employees. Additionally, professional development for cross-over learning and collaboration will be planned and implemented by the School and the SJCCD Liaison when appropriate.

#### **XIII. COURSE CURRICULUM, INSTRUCTION, AND GRADING**

- a) The College shall ensure that all dual credit courses meet the same standards as any other College course with respect to the curriculum, materials, instruction, and method of student evaluation. These standards shall be upheld regardless of the student composition of the dual credit class.
- b) The course syllabus will be available to students through the Blackboard Learning Management System. The syllabus will contain the following information: course description; learning outcomes; a list of required materials/textbook(s) for the course; the method(s) of instruction; grading policy; instructor's office hours and location; method of student evaluation; general classroom policies including attendance; a calendar of lecture/discussion topics and assignment due dates; and other material deemed pertinent by the instructor.
- c) All faculty teaching dual credit students will follow the College Grading System as stated in the SJCCD Catalog as well as the grading criteria in the department approved syllabus.

| SJC Grade | SJCCD Numerical Range | SJCCD Definition                                    | SJCCD Point Value |
|-----------|-----------------------|---|-------------------|
| A         | 90-100                | Excellent, superior achievement                     | 4                 |
| B         | 80-89                 | Good, above average achievement                     | 3                 |
| C         | 70-79                 | Average, acceptable achievement                     | 2                 |
| D         | 60-69                 | Passing, marginal achievement                       | 1                 |
| F         | 59 and below          | Failure, unsatisfactory achievement                 | 0                 |
| FX        | 59 and below          | Failure, unsatisfactory achievement due to absences | 0                 |
| I         |                       | Incomplete  | 0                 |
| NG        |                       | No Grade Reported                                   | 0                 |
| W         |                       | Withdrawal, not included in 6 drop limit            | 0                 |
| WL        |                       | Withdrawal, included in 6 drop limit                | 0                 |

- d) The College shall ensure that college courses taught for dual credit at any site for general college credit are substantially equivalent with respect to the contact hour requirements, curriculum, materials, instruction, and method/rigor of student evaluation. These standards must be reasonably upheld regardless of the student composition of the class.
- e) The primary responsibility for assigning College grades in a course belongs to the SJCCD faculty member, and in the absence of compelling evidence of discrimination, differential treatment, or procedural irregularities, the judgment of the faculty member responsible for the course must remain determinant. College and School officials will not interfere with the faculty member's responsibility for assigning grades in the college-level course. Any grade appeals will be conducted in accordance with applicable SJCCD policies and procedures.
- f) Final grades shall be submitted by the College to the high school in which the student is enrolled at the end of the semester through the secure online dual credit dashboard. The final course grade recorded for the College will be a letter grade. The School is responsible for determining the numerical grade equivalent for their students.
- g) Students or the School will be responsible for their own textbooks, equipment, and supplemental materials required for classes. The College will make every effort to use free or low-cost open educational resources in Program courses. To assist with their success, required textbooks and materials must be available to each registered student on the first day of class. Exceptions must be discussed with the Dual Credit Director and the SJCCD instructional Department Chair and agreed upon by the Parties prior to the first day of class.

#### **XIV. ATTENDANCE / CALENDAR**

- a) Dual Credit classes will align with the College Academic Calendar including SJCCD student holidays. Dual Credit students are required to attend classes at the College on days that constitute holidays or days off or emergency closures for the School when the College is open and operating classes. Exceptions may be arranged through collaboration between the College and the School. When the requested exception involves the final exam schedule for long semester classes, the College Department Chair and Division Dean must be involved in and approve the decision.
- b) College courses and exams should take reasonable priority over School activities. Dual Credit students are responsible for notifying their college instructor if they are missing any classes and

must follow course policies on the syllabus concerning attendance.

- c) No changes will be made to the SJCCD scheduled course start and end times established for the semester. SJCCD class times must meet established State requirements for instructional minutes. SJCCD faculty members are not authorized to change the start and end times of their classes to meet the scheduling needs of the School.
- d) Students must report regularly and promptly to courses to ensure success. Failure to comply with this College policy may result in receiving a grade of an "FX" which translates to an F for excessive absences. Students are expected to actively participate in class and complete all assigned readings/assignments. Failure to participate may be considered an absence. Students are required to ensure arrival at the College's campus early enough to be on time for class.
- e) The Parties shall comply with Applicable Law in crediting attendance in the Program courses.
- f) All high school students are required to participate in required state, national and federal assessments administered by the School. SJCCD agrees to make reasonable accommodations in course scheduling and attendance so that students are not penalized in their college credit courses for their participation in the required state, national and federal assessments. The School shall notify SJCCD promptly of the testing and assessment schedule prior to the start of the affected term.

#### **XV. WITHDRAWAL FROM COLLEGE COURSES**

- a) Dual Credit Program students wishing to withdraw from college courses must speak with the Dual Credit office and their high school counselor or other high school designated administrator to fully understand how the drop will impact their educational path at the high school and at SJCCD.
- b) All dates regarding withdrawal deadlines published on the SJCCD website shall apply to dual credit Program students. Once the final withdrawal deadline has passed, the student shall have no further opportunities for withdrawal thereafter and will receive the grade earned in the class.
- c) The School shall not implement any policy or procedure that prohibits or restricts a dual credit student from withdrawing from their college course.

#### **XVI. TRANSCRIPTION OF CREDIT**

Grades for college courses will be transcribed upon successful completion of the College's end-of-term processing following the College's academic calendar.

#### **XVII. DATA SHARING; CONFIDENTIALITY OF EDUCATIONAL RECORDS**

- a) The College and the School agree that each institution has an educational interest in the educational records and protected student data of the students enrolled in the Program. FERPA allows educational records and protected student data to be exchanged between the College and School for students in the dual credit Program without the consent of either the parents or the student.
- b) Data obtained will be used solely for the purposes described in the Agreement. The College and the School will notify designated individuals authorized to access the individual student or employee data for purposes outlined in the Agreement that they must maintain the confidentiality of all personally identifiable data and confidential information.
- c) Both Parties agree that they shall not permit any unauthorized disclosure of confidential student

information in contravention of FERPA. Both Parties agree not to share information with third parties unless authorized to do so by Applicable Law. While in possession of protected student data, the College and the School shall permit only authorized employees as permitted under FERPA to have access to the data. Both Parties agree to store the data in a secure area and to prevent unauthorized access.

- d) To ensure the continued confidentiality and security of the data protected by FERPA, the College and School shall each independently employ industry best practices, both technically and procedurally to protect the data from unauthorized physical and electronic access.
- e) If the student is under 18, the parents still retain the right under FERPA to inspect and review any education records maintained by the School, including records that the College has disclosed.
- f) The College and the School agree to comply with all FERPA requirements to maintain the privacy of student data. Information on FERPA at the College can be found on the SJCCD website at <https://www.sanjac.edu/student-services/student-concerns/ferpa>.

#### **XVIII. ACADEMIC POLICIES AND STUDENT SUPPORT SERVICES**

- a) Students in dual credit Program courses are eligible to utilize the same support services, learning resources, and benefits that are afforded all College students except in limited cases where the service would be duplicative of services provided by the School or where utilizing the College's services would not apply to the Dual Credit student such as College meal plans and mental health counseling.
- b) The School School may access the current College Catalog <https://publications.sanjac.edu/> and the current Student Handbook <https://publications.sanjac.edu/student-handbook/> from the website. All policies in the SJCCD Catalog and Student Handbook apply fully to dual credit students enrolled in the Program.
- c) The School will post information and a link to the SJCCD Dual Credit website on the School homepage. Information about SJCCD Dual Credit opportunities will be posted on the individual high school's College/Career or College Resources website.
- d) Both Parties will offer college advising services for dual credit students enrolled in the Program. The College and the School will establish common advising strategies and terminology related to dual credit and college readiness and will conduct periodic meetings to review and hone such strategies and terminology. The College offers advising services for dual credit students regarding transferability and applicability to baccalaureate degree plans of all college credit offered and earned and with interpreting their degree plan. In addition, the College advisor can assist dual credit students with navigating SJCCD's policies and procedures. The name of the SJCCD advisor responsible for dual credit is located on the SJCCD Dual Credit website. In active collaboration with the College, the School shall take whatever actions deemed reasonably necessary by the College to fully comply with the advising mandates delineated in TX SB 25 (2019) and TX SB 1324 (2019).
- e) The College provides a guide to the alignment of high school endorsements, dual credit courses, post-secondary pathways, credentials at the institution, and industry certifications, which can be found on the College's Dual Credit website. An individual pathway for each dual credit student enrolled in the Program will be developed and accessible to the student in Degreeworks.
- f) The College and the School shall comply with Applicable Law with respect to a student's disabilities

and need for accommodations. Students needing accommodations for SJCCD courses must meet with the Accessibility Services office. If the class is taught at SJCCD, the College will be responsible for providing the classroom accommodation and the SJCCD Accessibility Counselor will coordinate class accommodations with the School's high school counselor responsible for determining accommodations. If the class is taught by a member of the School faculty or at the School high school, the School's high school will be responsible for providing the classroom accommodations.

- g) The College provides informational sessions for students and parents regarding dual credit opportunities, benefits, costs, and resources. Sessions are available throughout the academic year upon request by the School. The College disseminates the most current dual credit information regarding enrollment, resources, and requirements for the Program on the College's dual credit website.
- h) Tools to assist counselors, students, and families in selecting endorsements offered by the School and choosing Dual Credit courses have been developed by TEA, THECB, and Texas Workforce Commission. Links to these tools are located on the School's website and the SJCCD Dual Credit web page.

#### **XIX. STUDENT CONDUCT**

- a) Students enrolled in the dual credit program at SJCCD are required to adhere to both the School and SJCCD policies, procedures, and regulations regarding facilities and equipment usage, and both SJCCD and the School's code of student conduct while at SJCCD facilities. The failure of any student to comply with the policies, procedures, and regulations will subject the student to appropriate action taken by the College and the School, including suspension and dismissal from the Program. All disciplinary action, including suspension and dismissal from the Program shall be in conformity with the codes of conduct of the parties. In the event of a conflict between the policies of the School and SJCCD, the Parties will collaborate to resolve any conflict. Any escalating student behavioral concerns or threats made by dual credit students against School or SJCCD properties must be reported to or shared with the Office of Student Rights and Responsibilities or the Dual Credit office in a timely manner so that the College is aware of potential risks and concerns involving SJCCD property and personnel.
- b) Grievance or Complaint procedures for handling student complaints regarding college courses are applicable to all students including those enrolled in dual credit courses. Dual credit students with general complaints, discrimination or harassment complaints, or complaints alleging sexual harassment, sexual assault, dating violence, domestic violence or stalking shall follow the complaint procedures as stated in the College's Code of Student Conduct at <https://publications.sanjac.edu/student-handbook/complaint-procedures/>.

A student may report a grievance or complaint at the following link:

[https://cm.maxient.com/reportingform.php?SanJacCollege&layout\\_id=0](https://cm.maxient.com/reportingform.php?SanJacCollege&layout_id=0).

#### **XX. ACCIDENTS/EMERGENCIES**

Due to federally mandated reporting and procedural requirements applicable specifically to higher education institutions, the procedures set forth in this section will apply in the event any Dual Credit student, instructor, or administrator experiences a physical, mental, or emotional crisis including behavior, or a threat thereof, that is law-violating. Incidents or behaviors that may affect the safety

and welfare of a student or students will also follow the provisions of this section. If such an event occurs while the individual is on SJC property or attending an SJC-sponsored event or activity off campus, the response to such incidents will be based on SJC policies, procedures, regulations, and guidelines. If such an event occurs while the individual is not on SJCCD property or attending a School-sponsored event or activity off campus, the response to such incidents will be based on School policies, procedures, regulations, and guidelines. Accordingly, while on SJC property, the policies and procedures of SJC related building use, emergency response, and safety of shall apply, to the extent applicable. Both Parties agree to share all information regarding the event as soon as safely possible utilizing the agreed upon reporting processes.

#### **XXI. CONCEALED HANDGUN NOTICE**

Pursuant to Texas Senate Bill 11 (S.B. 11), and in accordance with SJCCD Policy III.3000.A: Campus Carry, a holder of a valid license to carry who is age 21 or older is authorized to possess a concealed handgun on SJCCD property. The policy also identifies certain campus locations and activities that a valid licensed-to-carry holder may be excluded from carrying a handgun due to previously existing State of Texas Statutes or exclusion zones identified by the College. More information can be found at <https://www.sanjac.edu/policy-iii3000a-campus-carry>.

#### **XXII. FUNDING**

- a) State funding for dual credit courses is available to both the School and the College based on the current agreement between the Commissioner of Education and the Commissioner of Higher Education.
- b) Students enrolled in college courses at SJCCD campuses or at the high school location will be charged the appropriate SJCCD tuition and/or fee rate based on the residency requirements under Applicable Law. SJCCD will waive a portion of the student's tuition as approved by the Board of Trustees for college courses taken for dual credit. The remaining tuition and fees will be paid by the student to SJCCD. As of Fall 2023, the current waiver is 75% of tuition and fees.
- c) The College's Board of Trustees reserves the right to adjust tuition and fees as deemed necessary or advisable during the year and will provide written notice to the School prior to any adjustments to tuition and fees being made. Upon receipt of this notice, the School shall have the option of terminating this Agreement, without liability or penalty upon thirty (30) days written notice to SJCCD.
- d) The costs for textbooks and/or materials for dual credit courses shall be the responsibility of the student, not SJCCD. The required supplies will be available to students prior to the first day of class and should be purchased prior to classes starting to help facilitate student success.
- e) The student, not SJCCD, will be responsible for costs associated with students re-taking a class including students who re-take classes because of failure or to obtain a higher grade, as well as those who take classes beyond the prescribed Associate degree plan.
- f) The student will be responsible for remission of payment to SJCCD for enrolling in the program including dual credit student tuition, fees, and books/materials as set forth in this agreement.

#### **XXIII. PROGRAM GOALS**

In accordance with Applicable Law, including Texas Education Code § 28.009, SJCCD has developed specific program goals that align with the statewide goals and are listed in Appendix A. Additionally,

the Parties include in the Crosswalk an alignment of endorsements described in Texas Education Code § 28.025 and the courses offered under the Program that apply toward those endorsements.

#### **XXIV. LIABILITY; INSURANCE**

- a) To the extent permitted by Applicable Law, the School does hereby agree to release SJCCD and its trustees, employees, agents, officers, and representatives (collectively "College Parties") from any and all claims, losses, liabilities, damages, and debts arising from or caused by any act or omission of the School or any of its trustees, employees, agents, officers and representatives (collectively "School Parties"). To the extent permitted by Applicable Law, the College does hereby agree to release the School Parties from any and all claims, losses, liabilities, damages, and debts arising from or caused by any act or omission of the College or any of the College Parties.
- b) Each Party shall carry general liability insurance to cover against claims, liabilities, losses, and damages resulting from that Party's presence on SJCCD property and participation in the Program under this Agreement. Each Party shall cause its insurance policy to contain a waiver of subrogation against the other Party. Each Party shall carry other insurance as that Party deems advisable to protect against claims or liabilities that may result from participation in the Program under this Agreement.

#### **XXV. TERMINATION OF AGREEMENT**

- a) Termination for Convenience. This Agreement may be terminated by either Party, with or without cause, upon 30 days prior written notice to the other Party. Notwithstanding the foregoing, in the event of such termination, any School students taking SJCCD college courses for dual credit at the time this Agreement is effectively terminated will be allowed to complete those courses notwithstanding the termination of this Agreement.
- b) Termination for Cause. In the event that either Party defaults in its obligations under this Agreement, the other Party may terminate the Agreement for cause and pursue any remedies under law or in equity. Notwithstanding the foregoing, except for Exigent Circumstances, the defaulting Party shall have thirty (30) days from notice of default in which to cure the default before the Party alleging the default terminates and pursues its remedies. For purposes of this Agreement, the term "Exigent Circumstances" shall mean (collectively and individually) any act, omission, failure, or breach that in the reasonable discretion of the Party alleging the breach or default may (I) pose a threat to the safety or well-being of persons; (II) pose an imminent danger to the premises of the other Party; (III) constitute a violation of Applicable Law; and/or (IV) result in the imposition of fines or penalties, for the other Party.
- c) Fiscal Funding Out. Notwithstanding anything in this Agreement regarding either Party allocating funds to undertake its responsibilities under this Agreement or to make payments under this Agreement, such obligations constitute a commitment of revenues for the current fiscal year only and does not create an impermissible debt. In the event that either the School's Board of Trustees or the College's Board of Trustees fails to obtain and appropriate funds for any fiscal year during the Term, despite its best efforts, then an event of non-appropriation ("Non- Appropriation") shall be deemed to have occurred. If a Non-Appropriation occurs, then: (i) the Party will provide immediate notice of such Non-Appropriation to the other Party and provide written notice of such failure by its governing body at least 45 days prior to the end of the then current fiscal year or if Non-Appropriation has not occurred by such date, immediately upon Non- Appropriation; and (ii)

this Agreement shall terminate on the last day of the fiscal year for which funds were appropriated without penalty or expense to either Party except for any amounts owed during the period prior to the next fiscal year for which funds were not allocated.

## XXVI. GENERAL PROVISIONS

- a) No Personal Liability; No Third-Party Liability; No Waiver. Nothing in this Agreement may be construed as creating any personal liability on the part of any officer, director, employee or agent of SJCCD or Faith Christian Academy, and the Parties expressly agree that the execution of this Agreement does not create any personal liability on the part of any officer, director, employee or agent of SJCCD or Faith Christian Academy. These provisions are solely for the benefit of the Parties hereto and not for the benefit of any person or entity not a party to this Agreement. No provisions shall be deemed a waiver of any defenses available by law, including, but not limited to, governmental immunity.
- b) Integrated Agreement; Modification. This Agreement, including any and all appendices and exhibits, contains the entire agreement between the Parties with respect to the dual credit Program and the subject matter herein and cannot be amended or modified except by written agreement signed by the Party against whom enforcement of the amendment or modification is sought.
- c) Governing Law; Venue. This Agreement shall be construed and interpreted in accordance with the laws of the state in which the Premises are located, without regard to its choice of law or conflicts of law provisions. Exclusive venue for any proceeding or action with respect to this Agreement shall lie in a court of competent jurisdiction in the Harris County, Texas.
- d) Severability. The unenforceability, invalidity, or illegality of any provision shall not render any other provisions of this Agreement unenforceable, invalid, or illegal.
- e) Counterparts; Electronic Signatures and Transmission. This Agreement may be executed in two or more identical counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. The Parties consent to electronic signatures affixed to documents as though they had been physically signed. Additionally, the Parties consent to the electronic transmission of documents and communication, including any notices required under this Agreement.
- f) Relationship of the Parties. In the performance of their respective duties hereunder, the Parties hereto and their respective employees and agents, are at all times acting and performing as independent contractors of each other (notwithstanding the foregoing, employees of SJCCD and the School may teach college courses as adjunct professors of SJCCD, or through some other teaching arrangement, if such arrangement is approved in advance by the Parties). No Party will have the authority to act for or bind another Party in any respect or to incur or assume any expense, debt, obligation, liability, tax, or responsibility on behalf of or in the name of another Party hereto. Neither Party shall have control over the other Party with respect to its hours, times, employment, etc.

Executed as of the Effective Date:

**SAN JACINTO COMMUNITY COLLEGE DISTRICT**

By: \_\_\_\_\_

Date: \_\_\_\_\_

**Dr. Brenda Hellyer, Chancellor**

**FAITH CHRISTIAN ACADEMY**

By: \_\_\_\_\_

Date: \_\_\_\_\_

**Dr. John McDuff, Superintendent**

**Contact Information**

**Institution:** San Jacinto College

**Name:** Sonia Townsend

**Title:** Dean of Dual Credit Partnerships

**Phone Number:** 281-459-7653

**Email:** [sonia.townsend@sjcd.edu](mailto:sonia.townsend@sjcd.edu)

**Contact Information**

**Institution:** Faith Christian Academy

**Name:** Phillip De La Rosa

**Title:** Principal

**Phone Number:** 713-943-9978

**Email:** [fcapasadena@hotmail.com](mailto:fcapasadena@hotmail.com)



**Appendix A**

This Appendix A is attached to and made a part of the Memorandum of Understanding between San Jacinto Community College District and the School.

**Program Goals**

| STATE DUAL CREDIT GOALS   | SJCCD DUAL CREDIT GOALS   |
|---|---|
| <p>Goal 1: The School and institutions of higher education will implement purposeful and collaborative outreach efforts to inform all students and parents of the benefits and costs of dual credit, including enrollment and fee policies.</p> <p>Measures of Implementation: Examples of items to include in documentation:</p> <ul style="list-style-type: none"> <li>• Collaboration between SCHOOLS and IHE partner(s) to host informational sessions for students and parents on dual credit opportunities, benefits, and cost.</li> <li>• SCHOOL and IHE dual credit webpages reflect the most current dual credit program information including enrollment and fee policies</li> <li>• Hosting dual credit 101 sessions for high school counselors.</li> <li>• Collaboration between SCHOOLS and IHE partner(s) on a marketing campaign.</li> <li>• Documentation summarizing collaboration and outreach efforts of IHEs and secondary school partners will be readily available and posted.</li> </ul> | <p>Goal 1: The SJCCD dual credit program’s achievement of enrollment in postsecondary education goal is fully supported by outreach efforts to inform students and parents of the benefits and costs of dual credit are a major part of this goal, as included in the SJCCD Strategic Plan.</p> <p>Measures of Implementation include:</p> <ul style="list-style-type: none"> <li>• Parent Night and Student Presentations</li> <li>• Website and associated College documents updated often to reflect policies, rules, and financial policies.</li> <li>• College staff presentations to SCHOOL School Boards, as requested.</li> <li>• Dual credit director and administrators meet with SCHOOL administrators about dual credit programming.</li> <li>• SJCCD dual credit office creates marketing posters and brochures to disseminate to the SCHOOLS and homeschools.</li> <li>• SJCCD dual credit office maintains a record of visits and activities.</li> </ul> |

|   |   |
|---|---|
| <p>Goal 2: Dual credit programs will assist high school students in the successful transition to and acceleration through postsecondary education.</p> <p>Metric: Examples of items included in analysis:</p> <ul style="list-style-type: none"> <li>• Student enrollment in postsecondary after high school.</li> <li>• Time to degree completion.</li> <li>• Semester credit hours to degree.</li> <li>• Analysis of measures in enrollment in and persistence through postsecondary education, disaggregated by student subpopulation.</li> </ul>  | <p>Goal 2: The SJCCD dual credit program’s successful transition to and acceleration through postsecondary education goal is to increase dual credit AA, AS, AAS, or certificate completion as included in the SJCCD Strategic Plan.</p> <p>Metric:</p> <ul style="list-style-type: none"> <li>• Goals for both transfer and technical certificate and degree attainment assessed through internal databases, THECB data, and the National Student Clearinghouse data; all data are disaggregated based on race and ethnicity, gender, and age.</li> <li>• Time to degree completion tracked through internal data.</li> </ul>  |
| <p>Goal 3: All dual credit students will receive academic and college readiness advising with access to student support services to bridge them successfully into college course completion.</p> <p>Metric: Examples of items included in analysis:</p> <ul style="list-style-type: none"> <li>• Student enrollment in postsecondary after high school.</li> <li>• Time to degree completion.</li> <li>• Decrease in excess number of semester hours beyond required hours to degree completion.</li> <li>• Analysis of measures in enrollment and degree completion, disaggregated by student sub-population.</li> </ul> | <p>Goal 3: The SJCCD dual credit program will develop an effective bridge between secondary and postsecondary education to increase the number of high school graduates who are college ready, according to the policies of THECB and statute, as included in the SJCCD Strategic Plan.</p> <p>Metric:</p> <ul style="list-style-type: none"> <li>• Student enrollment in postsecondary after high school is tracked through internal databases and THECB data; all data are disaggregated based on race and ethnicity, gender, and age, as well as specific SCHOOL.</li> <li>• Using transcripts and testing, the Dual credit office determines dual credit student college readiness, according to the methodologies set forth in statute and THECB policies.</li> <li>• SJCCD offers online test preparation through the PAA which is available to all dual credit students.</li> <li>• To decrease the excess hours to completion, the Dual credit office creates a program completion plan for each student and maintains these in Degreeworks; dual credit students are tracked according to standard College processes.</li> <li>• SJCCD provides student support services for all dual credit students, as do the SCHOOLS.</li> </ul> |

|  |  |
|--|--|
| <p>Goal 4: The quality and rigor of dual credit courses will be sufficient to ensure student success in subsequent courses.</p> <p>Metric:</p> | <p>Goal 4: The SJCCD goal for dual credit students' performance in college-level coursework is to increase academic and career and technical education course completion, as included in the SJCCD Strategic Plan.</p>   |
| <ul style="list-style-type: none"> <li>• Analysis of performance in subsequent course work.</li> </ul>   | <p>Metric:</p> <ul style="list-style-type: none"> <li>• SJCCD analyzes enrollment, completion, and success data of dual credit students by SCHOOL. SJCCD analyzes success data for all students by course, by student, by instructor, and by mode of delivery.</li> <li>• SJCCD Institutional Research Office creates an SCHOOL portfolio for each SCHOOL with pertinent student data, including retention, course A-C success, and completion of certificates and/or degrees; all data are disaggregated by race and ethnicity, gender, and age.</li> </ul> |

## **Appendix B**

Appendix B is attached to and made a part of the Memorandum of Understanding between San Jacinto Community College District and the School. Prior to the commencement of the classes, the College and the School will develop a final course equivalency crosswalk identifying the available courses and course credits that may be earned under this Agreement, including the number of credits that may be earned for each course completed.

### **Crosswalk of Faith Christian Academy Courses and SJCCD Courses**

**Appendix C**

**School District Title IX Investigator/Coordinator**

As stated above, the School will designate a specific School official that is certified as a Title IX Investigator to serve as the authorized liaison for San Jacinto College Office of Human Resources. The School official and the College’s representative(s) will work collaboratively and timely to share any and all information necessary in the event of an investigation of a personnel matter.

District Name:

---

High School Name:

---

Liaison’s Name:

---

Position Title:

---

Contact Phone Number:

---

Email:

---

**Action Item “X”**  
**Regular Board Meeting May 5, 2025**

**Consideration of Approval of a Joint Commitment to Collaboration in Support of Academic Opportunity and Student Success Between San Jacinto College and Texas State University**

**ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees approve a Joint Commitment to Collaboration in Support of Academic Opportunity and Student Success Between San Jacinto College and Texas State University.

**BACKGROUND**

Texas State University and San Jacinto College will join forces to increase pathways for student success through an innovative partnership that will create co-enrollment academic programs to increase bachelor’s degree opportunities for students. This partnership will provide San Jacinto College students increased baccalaureate options closer to home. The program will create streamlined pathways for co-enrolled students to transition and complete degrees and will reduce excess credit hours, time to degree completion, and total costs for co-enrolled students. In addition, the program will optimize opportunities for reverse transfer degree completion. In the first phase, the collaboration will establish four bachelor’s degree tracks in business administration: Finance, Information Systems, Management, and Marketing.

**IMPACT OF THIS ACTION**

Approval of this action will allow Texas State University and San Jacinto College and their stakeholders to work collaboratively to finalize the plans, processes, and written agreements to address the operational and recruitment components of this co-enrollment program. It is anticipated this program will enroll students beginning in the fall semester of 2026.

**BUDGET INFORMATION**

Texas State University and San Jacinto College will have joint responsibility for recruiting and academic advising. Both institutions will provide student support services.

Texas State University will hire two employees (one faculty member and one regional site coordinator) to be based at the San Jacinto College South Campus for program support.

Texas State University will pay San Jacinto College 30 percent of the net tuition revenue for administrative and overhead expenses.

**MONITORING AND REPORTING TIMELINE**

Agreement to be completed fall 2025, with first cohort of students enrolled fall 2026. Updates will be provided to the Board of Trustees as deemed appropriate.

**ATTACHMENTS**

Attachment 1 – Commitment Agreement

**Action Item "X"**  
**Regular Board Meeting May 5, 2025**

**Consideration of Approval of a Joint Commitment to Collaboration in Support of Academic  
Opportunity and Student Success Between San Jacinto College and Texas State University**

**RESOURCE PERSONNEL**

|                   |              |                            |
|-------------------|--------------|----------------------------|
| Laurel Williamson | 281-998-6182 | laurel.williamson@sjcd.edu |
| Aaron Knight      | 281-998-3204 | aaron.knight@sjcd.edu      |



# A JOINT COMMITMENT TO COLLABORATION IN SUPPORT OF ACADEMIC OPPORTUNITY AND STUDENT SUCCESS

May 5, 2025

**WHEREAS, Texas State University** is a public, student-centered research institution guided by an unwavering belief in the power of education to transform communities, power economies, and reimagine the world.

**WHEREAS, San Jacinto College** is a nationally ranked community college committed to transformational learning opportunities leading to associate and bachelor's degrees, workforce credentials, and professional development advancing career success.

**WHEREAS,** Texas State University and San Jacinto College have a shared commitment to expanding equal educational opportunity for all students.

**RESOLVED:** Texas State University and San Jacinto College will join forces to increase pathways for student success through an innovative partnership that will create co-enrollment academic programs that will increase academic opportunities for students seeking to attain a four-year degree. Students in San Jacinto College's service area will have increased baccalaureate options closer to home. The program will create streamlined pathways for co-enrolled students to transition and degree completion and will reduce excess credit hours, time to degree completion, and total costs for co-enrolled students. In addition, the program will optimize opportunities for reverse transfer degree completion.

**RESOLVED:** Texas State University and San Jacinto College and their stakeholders will work collaboratively on a written agreement to address the operational components of this program to implement this shared vision with anticipated enrollment beginning in the fall semester of 2026.

*Signed this day, May 5, 2025.*

*On Behalf of San Jacinto College:*

*On Behalf of Texas State University:*

---

Dr. Brenda Hellyer, Chancellor

---

Dr. Kelly Damphouse, President

**Action Item “XI”**  
**Regular Board Meeting May 5, 2025**

**Consideration of Approval to Terminate the Student Success Fund Management Agreement  
Between San Jacinto Community College District and the San Jacinto College Foundation**

**ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees approve the termination of the Student Success Fund Management Agreement (Agreement) between San Jacinto Community College District and the San Jacinto College Foundation.

**BACKGROUND**

The San Jacinto College Foundation (Foundation) received an unrestricted \$30 million gift from MacKenzie Scott in summer 2021 to be held in trust for, and utilized by, the San Jacinto Community College District (College). The College planned to utilize this as a Student Success Fund (Fund) to advance and enhance student success through a variety of initiatives. The Student Success Fund Management Agreement (Agreement) was established as the legal document governing the relationship between the parties and future decision making and operations parameters related to the investment and use of the Student Success Fund.

The Student Success Fund has been designated for the Promise program and recently consolidated with other Foundation Promise program funds. These funds are managed by Goldman Sachs with oversight by the Foundation Board which includes representation from the College Board and administration.

The Agreement remains in effect until terminated by action of the Boards for the College and the Foundation. With the actions described above, the Agreement is not deemed necessary going forward. Legal counsel was consulted and confirmed that if the Foundation is now fiscally responsible for the entirety of the Promise funds the Agreement can be terminated.

It is the recommendation of Administration in consultation with the Foundation Board of Directors to terminate the Agreement.

**IMPACT OF THIS ACTION**

If the recommendation is approved by the College Board of Trustees, the next step will be for the Foundation Board to approve the termination of the Agreement and review and update their Bylaws as appropriate.

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

As of March 31, 2025, per the Foundation’s Statement of Financial Position, the Promise program funds totaled \$28.9 million (endowed and non-endowed).

**MONITORING AND REPORTING TIMELINE**

The monthly Foundation financial statements and the annual audited Foundation financial statements are included in the College’s Board agenda for review. Additionally, the College’s Board of Trustees and the Foundation’s Board of Directors receive updates on the participation, success, and improvements related to the Promise Program.

**Action Item “XI”**  
**Regular Board Meeting May 5, 2025**

**Consideration of Approval to Terminate the Student Success Fund Management Agreement  
Between San Jacinto Community College District and the San Jacinto College Foundation**

**ATTACHMENTS**

Attachment 1 - Management Agreement

**RESOURCE PERSONNEL**

|                  |              |                           |
|------------------|--------------|---------------------------|
| Brenda Hellyer   | 281-998-6100 | brenda.hellyer@sjcd.edu   |
| Christian Bionat | 281-998-6151 | christian.bionat@sjcd.edu |
| Carin Hutchins   | 281-998-6306 | carin.hutchins@sjcd.edu   |

## **Management Agreement for Student Success Fund Program**

This Management Agreement ("Agreement") for the SJCCD Student Success Fund is entered into by and between San Jacinto Community College District ("SJCCD"), a public community college district organized under Chapter 130 of the Texas Education Code, and the San Jacinto Community College Foundation ("Foundation"), a non-profit 501 (c)(3) organization, collectively referred to as "Parties."

WHEREAS, SJCCD is the beneficiary of funds donated in 2021 for the benefit of the SJCCD known as the Student Success Funds ("Funds");

WHEREAS, the Foundation, as trustee currently holds the Funds in trust for the benefit of SJCCD, as beneficiary;

WHEREAS, the Foundation amended its Bylaws to create up to two Vice President of Student Success office positions, which positions are to be held by an employee of SJCCD as recommended by the SJCCD Chancellor and subject to approval by the Foundation Board; and

WHEREAS, the Parties wish to enter into certain understandings and agreements regarding the management of the Funds and implementation of the Student Success Program;

**NOW THEREFORE**, the Parties agree as follows:

1. The SJCCD Chancellor has nominated, and the Foundation Board hereby approves, the appointment of Teri Zamora as Vice President of Student Success for a term of one (1) year commencing on the date of this Agreement. In the event the Foundation fails to annually approve the appointment of Vice President of Student Success officer(s) for subsequent terms, the last approved holder(s) of the position shall continue in the position for subsequent one (1) year terms until removed or replaced by the Foundation Board with a nominee of the SJCCD Chancellor.
2. SJCCD and the Foundation hereby designate the Vice President(s) of Student Success and one other Foundation officer, to be appointed annually by the Foundation Board, to be the Managers of the Student Success Funds ("Managers"). The Foundation initially appoints Kelly Cleaver to serve as Manager of the Fund along with the Vice President of Student Success, to serve for a term of one (1) year commencing on the date of this Agreement. In the event the Foundation fails to annually approve the appointment of the Manager for subsequent terms, the last

approved holder of this position shall continue in the position for subsequent one (1) year terms until removed or replaced by the Foundation Board.

3. The Funds shall at all times be segregated from other Foundation funds and shall continue to be held in trust by the Foundation for the benefit of SJCCD.
4. The Managers shall have the authority to create and direct the investment strategy for the Funds, independent of the Foundation's other invested Funds and independent of the Foundation's investment committee.
5. The Managers shall have the authority to execute any agreements with depositories, custodians, fiscal agents and financial advisors as necessary to manage the Funds.
6. All financial transactions involving the Funds, including, but not limited to, withdrawals, deposits, transfers, investments, commitments, encumbrances and pledges must be approved by the Managers.
7. SJCCD shall develop and maintain a written plan for the Student Success Program ("Program") that identifies SJCCD's goals and decision-making process for the use of Funds and the initiatives of the Program. The Program plan shall be reported annually to the SJCCD Board.
8. The annual budget for SJCCD, as approved by the SJCCD Board, shall identify the amount of Funds to be transferred to SJCCD for the coming year to carry out the Program. The SJCCD Chancellor may make written requests to the Managers for additional transfers of Funds to SJCCD as necessary to carry out the Program.
9. Beginning annually in May 2022, the Managers shall prepare a budget and report pertaining to the Funds that (i) identifies the estimated schedule and amounts of Funds to be expended in the coming year and (ii) reports all expenditures of Funds to date for the current year. The report shall be presented to the respective Boards of SJCCD and the Foundation annually.
10. Beginning annually in August 2022, the Managers will prepare and provide an investment report to the respective Boards of SJCCD and the Foundation, including any modifications to the investment strategy for the Funds.
11. SJCCD shall arrange for the audit of the Funds at the same time SJCCD arranges for the audit of the Foundation's other funds.

12. This Agreement shall remain in effect until terminated by official action of the Boards for both SJCCD and the Foundation, and may only be amended by official action of both Boards.
13. This Agreement shall be subject to the laws of the state of Texas, and each Party shall have all rights to enforce this Agreement to the fullest extent under Texas law.
14. The invalidity or unenforceability of any provision(s) of this Agreement will not impair the validity and enforceability of the remaining provisions. The failure of either Party hereto to insist, in any one or more instances, upon performance of any of the terms of this Agreement shall not be construed as a waiver or relinquishment of the future performance of any such term.

IN WITNESS WHEREOF, SJCCD and Foundation have entered into this Agreement effective of the date on which the governing Boards of both parties have approved the same.

**San Jacinto Community College District**

By: Brenda Hellyer

Name: Dr. Brenda Hellyer

Title: Chancellor

Date: 8/5/2021

**San Jacinto Community College Foundation**

By: Steven L. Cowart

Name: Steve Cowart

Title: Chair, Board of Directors

Date: 8/5/2021

**SAN JACINTO COMMUNITY COLLEGE DISTRICT  
PURCHASE RECAP  
May 5, 2025**

**PURCHASE REQUESTS AND CONTRACT RENEWALS**

| <i>No.</i>                        |   | <i>Amounts</i>             |
|-----------------------------------|---|----------------------------|
| #1                                | Consideration of Approval to Contract for Employer of Record Services                           | 2,000,000                  |
| #2                                | Consideration of Approval of Additional Funds for Maintenance, Repair, and Operational Supplies | 300,000                    |
| #3                                | Consideration of Ratification of Additional Funds for Election Services                         | 219,894                    |
| #4                                | Consideration of Approval of Funds for Promotional Items  | 145,000                    |
| <b>TOTAL OF PURCHASE REQUESTS</b> |   | <b><u>\$ 2,664,894</u></b> |

**Purchase Request #1**  
**Regular Board Meeting May 5, 2025**

**Consideration of Approval to Contract for Employer of Record Services**

## **ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees approve a contract with FoxHire, LLC (FoxHire) for employer of record services for the College.

## **BACKGROUND**

Over the past few years, the College determined that remote employment options may need to expand beyond state of Texas residences in order to attract and retain specialized talent to meet various needs. In August 2024, Request for Information (RFI) #25-05 was issued to determine how to best fulfill out-of-state employee reporting requirements. Three responses were received and evaluated by a team comprised of representatives from human resources, finance, and payroll who determined that employer of record services would best meet the College's needs.

Request for proposals (RFP) #25-19 was issued on January 10, 2025, to procure employer of record services, which complies with the competitive procurement requirements per Texas Education Code §44.031(a). Five responses were received and evaluated by a team comprised of representatives from human resources, finance, and payroll who determined the proposal submitted by FoxHire will provide the best value to the College.

## **IMPACT OF THIS ACTION**

Approving a contract with FoxHire for employer of record services will allow the College to expand employment opportunities to out-of-state individuals as necessary. Payroll processing, tax requirements, and applicable benefits vary from state to state. FoxHire will handle all out-of-state employment details for compliance with local, state, and federal requirements, including taxes, insurance, health plan benefits, and retirement plan options. All contracted individuals processed through this employer of record services are designated as employees of FoxHire under this contract. These contracted individuals will be providing contracted services for the College.

Appropriate procedures will be formalized to determine when out-of-state contractors will be allowed to meet administrative, staffing, and instructional needs for the College to support the hiring and retention of talented individuals.

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

The annual estimated expenditure, which includes salaries, payroll taxes, health plan benefits, retirement plan options, and related service charges for each year of the three-year term of the contract is \$350,000. This will be funded from various College departments' 2024-2025 operating budgets and subsequent year budgets. Cost for salaries, payroll taxes, associated benefits, and compliance fees for individuals processed through FoxHire are a pass-through expense. A monthly fee of \$400 per full-time contractor and \$100 per part-time contractor is assessed by FoxHire to process these contractors. FoxHire also charges a one-time set-up fee of \$100 for each hire that is processed.

**Purchase Request #1**  
**Regular Board Meeting May 5, 2025**  
**Consideration of Approval to Contract for Employer of Record Services**

**MONITORING AND REPORTING TIMELINE**

The initial three-year award term will commence on May 6, 2025, through May 5, 2028, with two (2) two-year renewal options available.

**ATTACHMENTS**

Attachment 1 - Tabulation

**RESOURCE PERSONNEL**

|                  |              |                          |
|------------------|--------------|--------------------------|
| Vickie Del Bello | 281-998-6357 | vickie.delbello@sjcd.edu |
| Farrah Khalil    | 281-998-6326 | farrah.khalil@sjcd.edu   |

**RFP #25-19**  
**Employer of Record**  
**Attachment 1 – Tabulation**

**QUALIFICATIONS**

| # | Vendors                       | Section 1:<br>Firm<br>Experience | Section 2:<br>Personnel<br>Experience | Section 3:<br>Project<br>Understanding | Section 4:<br>References | Section 5:<br>Exception<br>T&Cs | Total<br>Points |
|---|-------------------------------|----------------------------------|---------------------------------------|--|--------------------------|---------------------------------|-----------------|
|   | <i>Total Points</i>           | <i>10</i>                        | <i>10</i>                             | <i>35</i>                              | <i>10</i>                | <i>5</i>                        | <i>70</i>       |
| 1 | Innovative Employee Solutions | 9.88                             | 9.38                                  | 35.00                                  | 9.50                     | 4.75                            | 68.50           |
| 2 | FoxHire, LLC                  | 9.75                             | 9.25                                  | 34.56                                  | 9.75                     | 3.50                            | 66.81           |
| 3 | GoGlobal                      | 7.38                             | 7.25                                  | 31.94                                  | 7.50                     | 4.75                            | 58.81           |
| 4 | Safeguard World International | 9.25                             | 8.25                                  | 34.13                                  | 0.00                     | 4.75                            | 56.38           |
| 5 | LanceSoft Inc                 | 8.75                             | 8.75                                  | 29.75                                  | 8.00                     | 4.75                            | 60.00           |

**FINAL SCORES**

| # | Vendors                       | Qualification<br>Score | Price Score | Final Score |
|---|-------------------------------|------------------------|-------------|-------------|
|   | <i>Total Points</i>           | <i>70</i>              | <i>30</i>   | <i>100</i>  |
| 1 | FoxHire, LLC                  | 66.81                  | 30.00       | 96.81       |
| 2 | Innovative Employee Solutions | 68.50                  | 16.72       | 85.22       |
| 3 | GoGlobal                      | 58.81                  | 24.00       | 82.81       |
| 4 | Safeguard World International | 56.38                  | 17.17       | 73.55       |
| 5 | LanceSoft Inc                 | 60.00                  | 7.50        | 67.50       |

**Purchase Request #2**  
**Regular Board Meeting May 5, 2025**  
**Consideration of Approval of Additional Funds for Maintenance,**  
**Repair, and Operational Supplies**

**ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees approve the expenditure of additional funds for the purchase of maintenance, repair, and operational (MRO) equipment and supplies from Grainger for the facilities services department.

**BACKGROUND**

Grainger is utilized college-wide for the procurement of various MRO items including safety and janitorial supplies and equipment. Grainger has contracts through the OMNIA Partners and E&I cooperative contracts program to provide MRO equipment and supplies; contract numbers R240808 and CNR01496, respectively. These contracts comply with the competitive procurement requirement in Texas Education Code §44.031 and are permitted through Texas Government Code §791.001(g).

**IMPACT OF THIS ACTION**

The facilities services department procures many critical parts, components, materials, and supplies through Grainger. These purchases support the maintenance and operation of the College's physical resources allowing for continued support of the institution's educational programs, support services, and other mission-related activities. Departments other than facilities services also utilize Grainger to fulfill their operational needs. Grainger is a reliable source for a wide variety of equipment and supplies essential for regular day-to-day operations.

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

In August 2024, the Board approved an expenditure of \$600,000 for MRO equipment and supplies. This request will increase the approved amount by \$300,000 to a total expenditure of \$900,000. This expenditure will be funded from the facilities services department's 2024-2025 operating budget.

**MONITORING AND REPORTING TIMELINE**

None

**ATTACHMENTS**

None

**RESOURCE PERSONNEL**

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

**Purchase Request #4**  
**Regular Board Meeting May 5, 2025**  
**Consideration of Approval of Funds for Promotional Items**

**ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees approve the expenditure of funds for the purchase of promotional items from 4Imprint Inc. (4Imprint) for college-wide use.

**BACKGROUND**

In February of 2021, the Board of Trustees approved a pool of vendors to provide promotional items, including an award to 4Imprint. Annual expenditures have been tracked for each vendor, and appropriate Board approval has been obtained for promotional vendors exceeding \$100,000 annually. Purchases with 4Imprint have been under this threshold until the current fiscal year.

Request for Proposals #21-08 was issued in October 2020 to procure promotional items, which is still in compliance with the competitive procurement requirements per Texas Education Code §44.031(a).

**IMPACT OF THIS ACTION**

Approval of this request will allow the College to continue to procure promotional items from 4Imprint for the remainder of this fiscal year.

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

The estimated annual expenditure for this request is \$145,000 and will be funded from various College departments' 2024-2025 operating budgets.

**MONITORING AND REPORTING TIMELINE**

The current contract term is February 2, 2025 through February 1, 2026.

**ATTACHMENTS**

None

**RESOURCE PERSONNEL**

|                |              |                         |
|----------------|--------------|-------------------------|
| Damon Harris   | 281-998-6103 | damon.harris@sjcd.edu   |
| Kimberly Adams | 281-991-2614 | kimberly.adams@sjcd.edu |

**Purchase Request #3**  
**Regular Board Meeting May 5, 2025**  
**Consideration of Ratification of Additional Funds for Election Services**

**ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees ratify the expenditure of additional funds for election services with Harris County for the May 2025 Board of Trustees election.

**BACKGROUND**

In March 2025, the Board of Trustees approved an election services contract with Harris County for the May 2025 Board of Trustees election. At the time of approval, the final cost of election services was not available from Harris County, and the requested amount was estimated based on past election services.

Harris County is a sole source provider for election services in the county that are not self-run by the College. These services are exempt from competitive bidding per Texas Education Code §44.031(j). Sole source number 1589 has been assigned to this purchase.

**IMPACT OF THIS ACTION**

The estimated cost of election services provided by Harris County on April 10, 2025 exceeded the Board approved amount. The contract submission deadline with Harris County was April 25, 2025. Delaying contract execution to obtain additional approval of funds at the May board meeting would have prevented the College from participating in joint election services with Harris County. Executing the contract for more than the Board approved amount was essential for the College's May 2025 Board of Trustees election to commence, since the College is not prepared to self-run the election.

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

In March 2025, the Board approved an estimated expenditure of \$550,000 for election services. This ratification will increase the approved amount by \$219,894 to a total estimated expenditure of \$769,894. Sixty percent of the estimated amount is due on or before May 9<sup>th</sup>. The final 40 percent payment will be due once the final costs are known and invoiced by Harris County. The expenditure will be funded from the fiscal affairs department's 2024-2025 operating budget.

**MONITORING AND REPORTING TIMELINE**

The election was held on May 3, 2025.

**ATTACHMENTS**

None

**RESOURCE PERSONNEL**

|                |              |                         |
|----------------|--------------|-------------------------|
| Carin Hutchins | 281-998-6109 | carin.hutchins@sjcd.edu |
| Damon Harris   | 281-998-6103 | damon.harris@sjcd.edu   |

**Item "A"**  
**Regular Board Meeting May 5, 2025**

**Approval of the Minutes for the April 7, 2025, Workshop and Regular Board Meeting**

**RECOMMENDATION**

The Chancellor requests that the Board of Trustees approve the minutes for the April 7, 2025, Workshop and Regular Board Meeting.

# San Jacinto College District Board Workshop

## April 7, 2025

The Board of Trustees of the San Jacinto Community College District met for a Board Workshop at 5:00 p.m., Monday, April 7, 2025, in Room 201 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

### MINUTES

|             |   |  |
|-------------|---|--|
|             | <b>Board Workshop Attendees:</b>  | <b>Board Members:</b> Dr. Michelle Cantú-Wilson, Erica Davis Rouse, Dan Mims, John Moon, Jr., Salvador Serrano Jr., Keith Sinor, Larry Wilson<br><b>Chancellor:</b> Brenda Hellyer<br><b>Other:</b> Allatia Harris, Carin Hutchins, Lisa Brown (attorney – via conference call), Mandi Reiland, Van Wigginton, Laurel Willimson  |
|             | <b>Agenda Item:</b>   | <b>Discussion/Information</b>  |
| <b>I.</b>   | <b>Call the Meeting to Order</b>  | Chair Mims called the workshop to order at 5:06 p.m.   |
| <b>II.</b>  | <b>Roll Call of Board Members</b>   | Chair Mims conducted a roll call of the Board members:<br><br>Dr. Michelle Cantú-Wilson<br>Erica Davis Rouse, Assistant Secretary<br>Dan Mims, Chair<br>John Moon, Jr., Vice Chair<br>Salvado Serrano Jr.<br>Keith Sinor, Secretary<br>Larry Wilson  |
| <b>III.</b> | <b>Adjournment to closed or executive session pursuant to Texas Government Code Section 551.071, 551.074, 551.072, 551.076 of the Texas Open Meetings Act</b> | Chair Mims adjourned to closed session at 5:08 p.m.<br><br>The Board members listed above as attending, Brenda Hellyer, Laurel Williamson, Van Wigginton, Carin Hutchins, and Mandi Reiland were present for the closed session. Others present as noted below.<br><br>a. Legal Matters - For the purpose of a private consultation with the Board’s attorney on any or all subjects or matters authorized by law.<br>Conference call with attorney Lisa Brown.<br>b. Personnel Matters - For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or |

|     |   |   |
|-----|---|---|
|     |   | <p>employee or to hear complaints or charges against a public officer or employee.<br/>It was determined after the time of posting that there were no personnel items to review.</p> <p>c. Real Estate Matters - For the purpose of discussing the purchase, exchange, lease or value of real property.<br/>It was determined after the time of posting that there were no real estate items to review.</p> <p>d. Security Matters - To consider the deployment, or specific occasions for implementation, of security personnel or devices; or a security audit.<br/>It was determined after the time of posting that there were no security matters to review.</p> <p>Laurel Williamson and Van Wigginton left the workshop after the closed session.</p>   |
| IV. | <b>Reconvene in Open Meeting</b>                      | Chair Mims reconvened to open meeting at 5:54 p.m.  |
| V.  | <b>Review Legislative Update and Advocacy Efforts</b> | <p>Brenda Hellyer provided a legislative update and overview of the advocacy efforts. Over spring break, the College hosted Congressman Brian Babin and the staff of the House Science, Space, and Technology Committee at CPET. This was a great opportunity to show them the strength of our industry partnerships and highlight the impact of federal support for regional training initiatives.</p> <p>Also, Christian Bionat, along with Dr. Chris Wild and four students, will be in Washington D.C. this week with the Economic Alliance. Dr. Wild was invited to brief members of the House Science, Space, and Technology subcommittees. She added that on April 16, she will be visiting the White House with Christian and Chris to discuss biomanufacturing and potential federal workforce investments. These efforts are part of building awareness of San Jacinto College’s role as a national leader in this high-demand workforce area.</p> <p>Brenda explained that at the state level, budget night is Thursday, April 10 with significant implications for the College. The College’s appropriations requests are still being considered in the budget, which includes \$30 million for the Biomanufacturing Training Institute at the Texas Medical Center, \$4.5 million for a Cybersecurity Operations Center, and \$10 million for the Center for Biotechnology. The College is in a strong position.</p> |

|  |  |   |
|--|--|---|
|  |  | <p>One bill drawing attention now is SB 724 by Kolkhorst. It would require a physical quorum for governing board meetings at public institutions of higher education and introduces penalties for repeated unexcused absences. While this wouldn't create an immediate challenge for San Jac, it may have implications for how colleges across the state manage board participation policies, especially with regard to remote attendance. It reflects a broader focus this session on board transparency and accountability in public higher education.</p> <p>Brenda explained that HB 2110 by VanDeaver is also being monitored. It would expand access to free dual credit for economically disadvantaged high school students, create a clear, statewide definition for Credentials of Value, and how to determine returning credentials that lead to jobs with real wages and demand.</p> <p>Another significant proposal is SB 37 by Creighton, which is a wide-ranging governance and academic bill. It requires general education curriculum reviews every five years, restricts instruction on identity politics and systemic privilege, and authorizes the Texas Higher Education Coordinating Board to rate academic programs based on return-on-investment. Programs rated "sunset" would be prohibited from enrolling new students. The bill also expands the oversight role of governing boards in hiring, curriculum, and faculty governance. If it moves forward, the College will need to evaluate potential compliance needs and implications for program design and review processes.</p> <p>Brenda added that there are several property tax bills that are being evaluated for their impact on community colleges. These changes include requiring two-thirds voter approval for tax increases and bond elections, lowering the rate that requires voter approval from 8.0 percent to 3.5 percent, requiring 60 percent of voters versus simple majority for voter approved rate increase, making changes to the tax calculation, and adding additional reporting requirements. TACC has developed a working group to analyze these bills, and San Jacinto College is part of this group.</p> <p>She provided a brief update on a few additional bills, and the Board members have a summary if they are interested</p> |
|--|--|---|

|             |  |  |
|-------------|--|--|
|             |  | <p>in these. Christian is continuing to track these bills and staying engaged with state leadership. She will keep the Board updated as things progress.</p> <p>Allatia Harris joined the workshop.</p>  |
| <b>VI.</b>  | <b>Update on Enrollment - Spring 2025, Preliminary Summer 2025</b> | <p>Carin Hutchins provided an overview of enrollment. She explained that currently Spring 2025 headcount is up by 2.6 percent and contact hours by 4.7 percent. She explained that a 3 percent increase was budgeted, so we are in a good position.</p> <p>She reviewed the summer enrollment and explained that compared to last year, headcount is up by 13.4 percent and up 11.5 percent for contact hours.</p>   |
| <b>VII.</b> | <b>Update on Board Election</b>                                    | <p>Carin provided an update on the Board election. She explained that as voting locations are near final, and the College is working to meet the legal requirements and post information in the Houston Chronicle as well as other local newspapers.</p> <p>She reviewed the early voting and election day centers for May 2025 compared to May 2023. There are additional election day locations but there are less early voting locations. This information is directly off of the Harris County website. Carin explained that a request has been made for additional early voting and election day locations to be included. Most of the requests were denied and the County provided an explanation for each request.</p> <p>Carin explained that for the entities that are in the College’s taxing district that are not partnering with Harris County on their elections, or for those that have cancelled their elections, her team is monitoring those polling locations to ensure it is clear where voters can vote in the College’s trustee election. The plan is to post signs when a separate location is the only option for our voters. The goal is to make it as clear as possible where to vote in the College’s election.</p> <p>Some members asked if there are other options to promote this information. Carin explained that the marketing department has a communication plan which includes regular posts to social media and information on the College’s website. She will meet with Amanda Fenwick</p> |

|                     |  |  |
|---------------------|--|--|
|                     |  | <p>again to see if there are other avenues to utilize, and she will also confirm if there are additional options for signage.</p> <p>Members discussed the materials presented.</p>  |
| <p><b>VIII.</b></p> | <p><b>Overview of Opportunity High School Diploma (OHSD) Program</b></p> | <p>Allatia Harris provided an overview of the Opportunity High School Diploma program. The Opportunity High School Diploma (OHSD) was created as a late addition to House Bill 8. The OHSD is a diploma, not a GED, and it is awarded by the Texas Higher Education Coordinating Board and the Community College. Students complete the OHSD where they're concurrently enrolled in a program of study for a credential of value.</p> <p>This diploma is competency based, designed for adults and for those that are working and want to come back and improve their skills. Allatia said there's a statewide grid that is used to assess students when they come in to see what competencies they've already demonstrated. This diploma rewards students with credit for what they can demonstrate they already know and for the things they don't know, a specific curriculum will provide that coursework.</p> <p>Allatia stated that five colleges were chosen to offer this diploma: Alamo, Dallas, El Paso, San Jac, and Del Mar joined the program in phase two. She added that colleges are not limited to awarding this degree to students who come to us from our service area. They can come from anywhere in the state, but the idea is that San Jacinto College is the pilot for the Gulf Coast region.</p> <p>Allatia explained that the learning outcomes that apply for each of the five core component areas were developed by a statewide team. She added that tuition across the state for this noncredit enrollment will be standard.</p> <p>Additionally, that many San Jacinto College employees were involved in the development teams and committees. Allatia explained that a portion of the Phase 1 funds received were used to develop marketing materials and develop curriculum pay for the employees who created the content. Also, some of the Phase two funds received will be used to hire a staff member for this program.</p> <p>Allatia said that the hope is that this pilot will grow into a more robust program. Board members expressed that they</p> |

|            |  |   |
|------------|--|---|
|            |  | <p>think this is a great program and a great opportunity for the adult population and our students.</p> <p>Salvador Serrano Jr. asked if these students would be able to participate in the College’s commencement. Allatia replied that we have not got that far in the planning. Brenda added that her intent is that they will, but we will update the Board as planning progresses. Allatia added that Lamar McWaine is the lead for San Jacinto College and she herself is on a state advisory committee.</p> <p>Allatia Harris left the workshop.</p>   |
| <b>IX.</b> | <b>Review Allocation of Capital Project Funding</b>                            | <p>Brenda explained that generally, requests for reallocating capital project funding is taken to the Building Committee and then to a workshop for the Board to review, discuss, and support to move forward with reallocations. A new process is recommended that would provide the Board with an update at either the Building Committee or during a workshop but most likely the Board workshop, which would be followed by a formal Board action request for approval. This will provide clearer documentation for actions and approvals.</p> <p>She explained that there is a formal Board action in tonight's Board book requesting reallocation of funds for specific capital projects period. The list of the projects was provided to the Board, and Brenda explained that the action tonight is to approve these officially now that they have been discussed.</p> |
| <b>X.</b>  | <b>Overview of Request for Payment in Lieu of Taxes and Foreign Trade Zone</b> | <p>Carin provided a brief overview of a request for payment in lieu of taxes and foreign trade zone. Entities in the Houston area desiring to have a property outside of the existing Foreign Trade Zone (FTZ) included in the FTZ must file an application to the Port of Houston Authority. She explained that this inclusion will exempt them from import/export fees as well as local property taxes. The applicant must obtain a letter of non-opposition from all affected property tax authorities. Tax letters are sometimes accepted in lieu of the letter of non-opposition. A common practice to gain the required letter is to offer to execute a Payment in Lieu of Taxes (PILOT) agreement.</p> <p>She stated that under this agreement, the applicant agrees to voluntarily make payments that would equal the property taxes that would normally be due.</p>  |

|              |   |   |
|--------------|---|---|
|              |   | <p>Carin said that the College has historically agreed to provide letters of non-opposition as long as a PILOT agreement is executed. She reviewed the College history with the FTZ and a current request from Frontier Logistics LP. The Board is being asked to approve this item tonight.</p>  |
| <b>XI.</b>   | <b>Discuss Retirement of Danny Snooks and Related Services Provided</b> | <p>Brenda explained that Mr. Snooks met with her and Carin recently to let them know his plan for retirement. The College has worked with Daniel J. Snooks Attorney at Law on various services for many years. Since 2007, Snooks has provided delinquent tax collection services under a contract. The current delinquent tax collection contract expires on June 30, 2025. Snooks also provides general counsel on legal matters, reviews certain affiliation and articulation agreements for multiple departments of the College and supports various Board operations.</p> <p>Mr. Snooks has provided notice that he is retiring and will not be able to provide any services after June 30, 2025. She explained that general counsel on legal matters will be handled by one of the College's current contracted attorneys. Review of affiliation and articulation agreements will likely be contracted independently with the associate within Mr. Snook's firm. This will be on a short-term basis until the situation is assessed.</p> <p>The plan is to issue a Request for Qualifications (RFQ) for delinquent tax collection services period. Per the Texas Government Code, Chapter 2254, legal services are exempt from competitive bidding and if the College chooses to solicit for the services, then a new attorney must be selected based on the RFQ procurement method. At the June Board meeting, the administration may request delegation of authority for the Chancellor to approve an award to a new attorney to provide delinquent tax collection services.</p> <p>The group discussed the upcoming retirement and plan for services moving forward.</p> |
| <b>XII.</b>  | <b>Discuss Strategic Planning</b>                                       | <p>Brenda explained that this item is being tabled and will be reviewed with the Board at the next workshop.</p>  |
| <b>XIII.</b> | <b>Review of Calendar</b>   | <p>Brenda reviewed the calendar and asked the Board members to let Mandi Reiland know if they would like to attend any events.</p>  |

|             |   |   |
|-------------|---|---|
| <b>XIV.</b> | <b>General Discussion of Meeting Items</b><br><br><b>a. Additional Purchasing Support Documents</b> | <p>Brenda reviewed the pending delegations of authority provided on the additional purchasing support document.</p> <p>The Board members did not have any questions about items included in the Board book.</p> |
| <b>XV.</b>  | <b>Adjournment</b>  | Chair Mims adjourned the meeting at 6:55 p.m.   |

**San Jacinto Community College District**  
**Regular Board Meeting Minutes**  
**April 7, 2025**

The Board of Trustees of the San Jacinto Community College District met at 7:00 p.m. for a regularly scheduled Board meeting on Monday, April 7, 2025, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

**Attendance**

**Members:** Dr. Michelle Cantú-Wilson, Erica Davis Rouse, Dan Mims, John Moon, Jr., Salvador Serrano Jr., Keith Sinor, Larry Wilson

**Chancellor:** Brenda Hellyer

**Others Present:** Tanesha Antoine, Rhonda Bell, Tiffany Burton, Robert Cage, Jacquelynn Conger, Kim DeLauro, Georges Detiveaux, Destry Dokes, Dianne Duron, Teddy Farias, Amanda Fenwick, Rachel Garcia, Damon Harris, Judy Harrison, Bo Hopper, Carin Hutchins, Sallie Kay Janes, Bryan Jones, Matt Keim, Aaron Knight, DeRhonda McWaine, Kevin Morris, Lambrini Nicopoulos, Alexander Okwonna, Joe Pena, JoEllen Price, JR Ragaisis, Sandra Ramirez, Mandi Reiland, Shelley Rinehart, Ali Shah, Shawn Silman, Chuck Smith, Jessica Tello, Kimberly Thomas, Ken Tidwell, Jose Valentine, Lila Vaughn, Niki Whiteside, Van Wigginton, Derrick Wynne, Joanna Zimmermann

I. Call the Meeting to Order

Chair Dan Mims called the regular meeting of the Board of Trustees to order at 7:02 p.m.

II. Roll Call of Board Members

Chair Mims conducted a roll call of the Board members.

Dr. Michelle Cantú-Wilson  
Erica Davis Rouse, Assistant Secretary  
Dan Mims, Chair  
John Moon, Jr., Vice Chair  
Salvador Serrano Jr.  
Keith Sinor, Secretary  
Larry Wilson

III. Invocation and Pledge to the Flags

The invocation was given by Laurel Williamson. The pledges to the American and Texas flags were led by Keith Sinor.

IV. Special Announcements, Recognitions, Introductions, and Presentations

Allatia Harris provided highlights of the March 2025 Mind Trekkers event.

V. Student Success Presentations

Destry Dokes and Ken Tidwell provided an update on San Jac Online.

VI. Communications to the Board of Trustees

1. A thank you was sent from the family of Henry Salazar, for the plant sent in his memory.
2. A thank you was sent to the Board from Elena Flores, for the plant sent in memory of her father.
3. April Opportunity News
4. Article – The Chronicle of Higher Education – The Online Overhaul by: Taylor Swaak

VII. Public Comment

There was one citizen desiring to speak before the Board.

1. Derrick Wynne

Mandi Reiland read the parameters for public comment. Dr. Hellyer confirmed the topics that were indicated by Mr. Wynne on the public comment request form. Mr. Wynne confirmed his public comment contained complaints about specific employees.

Comments regarding matters concerning a complaint or charge against a College employee or Trustee will be heard in closed session unless the individual who is the subject of the charge or complaint requests a public hearing.

Adjournment to closed or executive session pursuant to Texas Government Code Section 551.074, the Texas Open Meetings Act, for the following purposes:

Personnel Matters - Deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear a complaint or charge against a public officer or employee.

The Board of Trustees moved to closed session at 7:30 p.m.

Chair Mims reconvened to open session at 8:02 p.m. and stated a brief recess would be taken to allow the audience time to rejoin the meeting before continuing through the remaining items on the agenda. The April 7, 2025 Board meeting would reconvene at 8:06 p.m.

Chair Mims reconvened the April 7, 2025 Board meeting at 8:06 p.m.

VIII. Informative Reports to the Board

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

- A. San Jacinto College Financial Statements

- 1. San Jacinto College Monthly Financial Statements
- 2. San Jacinto College Monthly Investment Reports
- 3. San Jacinto College Quarterly Investment Report
- B. San Jacinto College Foundation Financial Statements
- C. Capital Improvement Program

IX. Consideration of Approval of Amendment to the 2024-2025 Budget for Restricted Revenue and Expenses Relating to Federal, State, and Local Grants/Contracts

**Motion 10435:**

Motion moved by Keith Sinor and motion seconded by Dr. Michelle Cantú-Wilson.  
Motion carried.

Yeas: Cantú-Wilson, Davis Rouse, Moon, Jr., Serrano Jr., Sinor, Wilson  
Nays: None

X. Consideration of Approval of Allocation of Capital Project Funds

**Motion 10436:**

Motion moved by Larry Wilson and motion seconded by John Moon, Jr. Motion carried.

Yeas: Cantú-Wilson, Davis Rouse, Moon, Jr., Serrano Jr., Sinor, Wilson  
Nays: None

XI. Consideration of Approval to Execute a Payment in Lieu of Taxes Agreement With Frontier Logistics LP and Issue a Letter of Non-Opposition

**Motion 10437:**

Motion moved by John Moon, Jr. and motion seconded by Erica Davis Rouse. Motion carried.

Yeas: Cantú-Wilson, Davis Rouse, Mims, Moon, Jr., Serrano Jr., Sinor, Wilson  
Nays: None

XII. Consideration of Purchasing Requests

|    |  |                          |
|----|--|--------------------------|
| #1 | Consideration of Approval to Renew the Contract for Software Maintenance and Support | 270,157                  |
| #2 | Consideration of Delegation of Authority to Contract for Facilities Use Lease        | 187,000                  |
|    | <b>TOTAL OF PURCHASE REQUESTS</b>  | <b>\$ <u>457,157</u></b> |

**Motion 10438:**

Motion moved by Salvador Serrano Jr. and motion seconded by Keith Sinor. Motion carried.

Yeas: Cantú-Wilson, Davis Rouse, Moon, Jr., Serrano Jr., Sinor, Wilson  
Nays: None

XIII. Consent Agenda

- A. Approval of the Minutes for the March 3, 2025, Workshop and Regular Board Meeting
- B. Approval of the Budget Transfers
- C. Approval of Personnel Recommendations, Extra Service Agreements (ESA), 2024-2025 Part-Time Hourly Rate Schedule, Honorarium Payments, and 2024-2025 Stipends and Market Premiums Salary Schedule
- D. Approval of the Affiliation Agreements
- E. Approval of the Next Regularly Scheduled Meeting

**Motion 10439:**

Motion moved by Larry Wilson and motion seconded by Dr. Michelle Cantú-Wilson.  
Motion carried.

Yeas: Cantú-Wilson, Davis Rouse, Moon, Jr., Serrano Jr., Sinor, Wilson  
Nays: None

XIV. Items for Discussion/Possible Action

There were no additional items discussed.

XV. Adjournment

Chair Mims adjourned the meeting at 8:10 p.m.

## **ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees approve budget transfers for March 2025 which have been made in accordance with appropriate accounting procedures.

### **BACKGROUND**

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

### **IMPACT OF THIS ACTION**

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

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

This request is a reclassification of existing authorizations.

### **MONITORING AND REPORTING TIMELINE**

None

### **ATTACHMENTS**

Attachment 1 – March 2025 Budget Transfers

### **RESOURCE PERSONNEL**

|                |              |                         |
|----------------|--------------|-------------------------|
| Carin Hutchins | 281-998-6306 | carin.hutchins@sjcd.edu |
| Dianne Duron   | 281-998-6109 | dianne.duron@sjcd.edu   |

SAN JACINTO COLLEGE DISTRICT  
 Budget Transfers Related to Fiscal Year 2024-25  
 for March 2025

| ELEMENT OF COST       | DEBIT            | CREDIT           |
|-----------------------|------------------|------------------|
| INSTRUCTION           | \$ 34,479        | \$ 21,643        |
| PUBLIC SERVICE        | -                | -                |
| ACADEMIC SUPPORT      | 3,425            | 38,102           |
| STUDENT SERVICES      | 20,500           | 1,200            |
| INSTITUTIONAL SUPPORT | 7,615            | 13,076           |
| PHYSICAL PLANT        | 8,002            | -                |
| AUXILIARY ENTERPRISES | -                | -                |
|                       | <b>\$ 74,021</b> | <b>\$ 74,021</b> |

**RECOMMENDATION**

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

**North Campus**

Department

Nursing

Affiliation Entity

Nexus Children’s Hospital Houston

Medical Assisting/Health Information Management

Women’s Pelvic Restorative Center

**Central Campus**

Department

Medical Laboratory Technology

Affiliation Entity

The Methodist Hospital dba Houston Methodist Hospital and San Jacinto Methodist Hospital dba Houston Methodist Baytown Hospital

**South Campus**

Department

Health Sciences

Affiliation Entity

Booker Hospital District dba Magnolia Crossing Nursing and Rehabilitation Center (Affiliation Agreement)

Vocational Nursing

Booker Hospital District dba Magnolia Crossing Nursing and Rehabilitation Center (Program Agreement)

Physical Therapy Assistant

Agility Physical Therapy and Sports Rehabilitation, LLC

Physical Therapy Assistant

Webster Surgical Specialty Hospital dba Houston Physicians’ Hospital

**North, South, and Central Campuses**

Department

Nursing

Affiliation Entity

Chambers County Public Hospital District No. 1 dba Baywood Crossing Rehabilitation & Healthcare Center

**RATIONALE**

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

**FISCAL IMPLICATIONS TO THE COLLEGE**

N/A

**CONTACT PERSONNEL**

Daniel J. Snooks, Attorney  
Laurel Williamson

281-998-6184

laurel.williamson@sjcd.edu

**Item “E”**  
**Regular Board Meeting May 5, 2025**  
**Approval of the Next Regularly Scheduled Meeting**

**RECOMMENDATION**

The next regularly scheduled meeting of the Board of Trustees will be Monday, June 2, 2025.