

San Jacinto Community College District
Regular Board Meeting Minutes
November 4, 2024

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, November 4, 2024, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

Attendance

Present:

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

Chancellor: Brenda Hellyer

Others Present: Kacie Allen, Tanesha Antoine, Jesse Bernal, Christian Bionat, Robert Cage, Jaquelynn Conger, Matt Crow, Kim DeLauro, Destry Dokes, Dianne Duron, Teddy Farias, Rachel Garcia, George González, Allatia Harris, Angel Hinojosa, Carin Hutchins, Sallie Kay Janes, Bryan Jones, Matt Keim, Aaron Knight, Kevin McKisson, DeRhonda McWaine, Kelly Mizell, Beverly Moon, Kevin Morris, Alexander Okwonna, Joe Pena, JoEllen Price, JR Ragaisis, Sandra Ramirez, Mandi Reiland, Shelley Rinehart, Chuck Smith, Danny Snooks, Rob Stanicic, Jessica Tello, Niki Whiteside, Van Wigginton, Laurel Williamson, Teri Zamora, Joanna Zimmermann

I. Call the Meeting to Order

Chair Flickinger called the regular meeting of the Board of Trustees to order at 7:00 p.m.

II. Roll Call of Board Members

Chair Flickinger conducted a roll call of the Board members.

Dr. Michelle Cantú-Wilson
Erica Davis Rouse, Assistant Secretary
Marie Flickinger, Chair
Dan Mims
John Moon, Jr., Vice Chair
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 John Moon, Jr.

IV. Special Announcements, Recognitions, Introductions, and Presentations

1. Dan Mims and John Moon, Jr. provided an overview of the recent Association of Community College Trustees Leadership Congress.

2. Laurel Williamson recognized Alexander Okwonna for receiving the Community Excellence Award from the Community Assistance Provider (CAP) of Greater Pearland.
3. The recognition of San Jacinto College for Receiving the North American Marine Environment Protection Association (NAMEPA) 2024 Maritime Academies Award was tabled to December.
4. Teri Zamora recognized San Jacinto College for Receiving the Exemplary Practice Award from the Community College Business Officers.

V. Student Success Presentations

1. JoEllen Price provided updates on Financial Aid.

VI. Communications to the Board of Trustees

The following items were reviewed and distributed to the Board as communication items:

1. 2024 Honors Program Annual Report
2. November Opportunity News
3. Fall Senior Focus
4. Chair Flickinger announced her retirement from the Board effective at the close of the November 4, 2024 Board Meeting.

VII. Public Comment

There were no citizens desiring to speak before the Board.

VIII. Informative Reports to the Board

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

- A. San Jacinto College Financial Statements
 1. San Jacinto College Monthly Financial Statements September 2024
 2. San Jacinto College Monthly Investment Report September 2024
- 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 10399:

Motion moved by Dr. Michelle Cantú-Wilson and motion seconded by John Moon, Jr.
Motion Carried.

Yeas: Cantú-Wilson, Davis Rouse, Mims, Moon, Jr., Sinor, Wilson

Nays: None

X. Consideration of Approval of Policy IV.4004.B, Performance Management for Full-Time Faculty, Staff, and Administrators - Second Reading

Motion 10400:

Motion moved by Larry Wilson and motion seconded by Keith Sinor. Motion Carried.

Yeas: Cantú-Wilson, Davis Rouse, Mims, Moon, Jr., Sinor, Wilson

Nays: None

- XI. Consideration of Approval of Policy IV.4004.A, Secondary Review of Validated Performance Rating - Second Reading

Motion 10401:

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

Yeas: Cantú-Wilson, Davis Rouse, Mims, Moon, Jr., Sinor, Wilson

Nays: None

- XII. Consideration of Approval of Policy IV.4005.B, Definitions - Second Reading

Motion 10402:

Motion moved by Keith Sinor and motion seconded by John Moon, Jr. Motion Carried.

Yeas: Cantú-Wilson, Davis Rouse, Mims, Moon, Jr., Sinor, Wilson

Nays: None

- XIII. Consideration of a Resolution for Casting a Ballot for the Election of Member(s) to the Board of Directors of the Harris Central Appraisal District

Motion 10403:

Motion was made by Larry Wilson to cast 50 votes for Mike Sullivan as San Jacinto College's vote for member of the Harris Central Appraisal District Board of Directors.

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

Yeas: Cantú-Wilson, Davis Rouse, Mims, Moon, Jr., Sinor, Wilson

Nays: None

- XIV. Consideration of Approval of Joint Participation Interlocal Agreement with Harris County

Motion 10404:

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

Yeas: Cantú-Wilson, Davis Rouse, Mims, Moon, Jr., Sinor, Wilson

Nays: None

XV. Consideration of Approval of Policy #, Appropriate Use of Copyrighted and Trademarked Materials - First Reading (Informational Item)

No vote required.

XVI. Consideration of Approval of Trustee Resignation and Method to Fill Vacated Trustee Position by Appointment

Motion 10405:

Dan Mims motioned that the Board accept the resignation of Trustee Flickinger, effective upon the adjournment of this meeting, and conduct an appointment process as set out in the Board's Bylaws to fill the resulting vacancy.

Motion moved by Dan Mims and motion seconded by Erica Davis Rouse. Motion carried.

Yeas: Cantú-Wilson, Davis Rouse, Mims, Moon, Jr., Sinor, Wilson

Nays: None

Chancellor Hellyer provided comments about the Board appointment process. The application for appointment is available on the College's website and should be submitted with an interest statement and resume via email to chancellor@sjcd.edu or in person to 4624 Fairmont Pkwy., Suite 200, Pasadena, TX 77504, by 5:00 p.m. on November 19, 2024.

XVII. Consideration of Purchasing Requests

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|----|--|----|---------|
| #1 | Consideration of Approval to Contract for Maritime Pool Heating and Cooling Systems (BBC) | \$ | 303,900 |
| #2 | Consideration of Approval to Contract for Design-Build for Generation Park Clean Room (BBC) | | 250,000 |
| #3 | Consideration of Approval of Additional Funds for Energy Efficiency Projects | | 600,000 |
| #4 | Consideration of Approval of Additional Funds for HVAC Equipment and Services | | 350,000 |
| #5 | Consideration of Approval of Additional Funds for the Customer Relationship Management Contract | | 116,125 |
| #6 | Consideration of Approval of Additional Funds for HVAC Equipment and Services for for Energy Efficiency Projects | | 200,000 |
| #7 | Consideration of Approval to Contract for Carpet & Flooring Services | | 150,000 |
| #8 | Consideration of Approval to Purchase Graduation Event License | | 130,000 |

#9 Consideration of Approval to Renew the Contract for Semi-
Tractor and Bus Maintenance and Repair 100,000

TOTAL OF PURCHASE REQUESTS \$ 2,200,025

Motion 10406:

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

Yeas: Cantú-Wilson, Davis Rouse, Mims, Moon, Jr., Sinor, Wilson

Nays: None

XVIII. Consent Agenda

- A. Approval of the Minutes for the October 7, 2024, Workshop, Public Tax Hearing, and Regular Board Meeting
- B. Approval of the Budget Transfers
- C. Approval of Personnel Recommendations, Extra Services Agreements (ESA), and Educational Advancement Incentives
- D. Approval of the Affiliation Agreements
- E. Approval of the Next Regularly Scheduled Meeting on December 9, 2024

Motion 10407:

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

Yeas: Cantú-Wilson, Davis Rouse, Mims, Moon, Jr., Sinor, Wilson

Nays: None

XIX. Items for Discussion/Possible Action

Chair Marie Flickinger provided closing remarks. Each Board member provided comments thanking Chair Flickinger for her service and dedication to the College.

XX. Adjournment

Chair Flickinger adjourned the meeting at 7:50 p.m.