

**San Jacinto College District Board Workshop  
June 3, 2019  
District Administration Building, Suite 201**

**MINUTES**

	<b>Board Workshop Attendees:</b>	<b>Board Members:</b> Erica Davis Rouse, Marie Flickinger, Dan Mims, John Moon, Jr., Keith Sinor, Dr. Ruede Wheeler, Larry Wilson <b>Chancellor:</b> Brenda Hellyer <b>Other:</b> Sandra Ramirez, Mandi Reiland, Teri Zamora
	<b>Agenda Item:</b>	<b>Discussion/Information</b>
<b>I.</b>	<b>Call the Meeting to Order</b>	Board Chair, Marie Flickinger, called the workshop to order at 5:15 p.m.
<b>II.</b>	<b>Roll Call of Board Members</b>	Marie Flickinger, Erica Davis Rouse, Dan Mims, John Moon, Jr., Keith Sinor, Dr. Ruede Wheeler, Larry Wilson
<b>III.</b>	<b>Adjournment to closed or executive session pursuant to Texas Government Code Section 551.071 and 551.074 of the Texas Open Meetings Act, for the following purposes: Legal Matters and Personnel Matters</b>	Adjourned to closed session at 5:16 p.m.  Sandra Ramirez, Mandi Reiland, and Teri Zamora were present for the closed session.  <ul style="list-style-type: none"> <li>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.</li> <li>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.</li> </ul> It was determined that there were no legal matters to discuss during this executive session.
<b>IV.</b>	<b>Reconvene in Open Meeting</b>	Reconvened in open meeting at 5:42 p.m.
<b>V.</b>	<b>Discuss Board Oath of Office and Officers Election Process</b>	Brenda Hellyer explained that Danny Snooks will administer the oath at the Board meeting to Larry Wilson and Marie Flickinger. All of this will occur by the American flag in the Board room. Following the oath, the election of officers will take place. A process was

		<p>provided to the members. Brenda asked if any discussion was needed. Members did not require discussion.</p>
<p><b>VI.</b></p>	<p><b>Review of 2019 - 2020 Budget</b></p>	<p>Teri Zamora reviewed the Fiscal Year 2020 Budget Development presentation. Teri explained that this was reviewed in the last Finance Committee meeting. She explained that she would review the items that were still pending as of that date.</p> <p>Teri explained that the State allocation is \$42,079,966 million. This amount is composed of contact hours at \$2.72 per contact hour and student success points at \$202.75 per student success point.</p> <p>Brenda referenced a handout she was going to use for legislative update. This handout breaks down the numbers that Teri referenced. The financial results of the legislative session are as follows:</p> <ul style="list-style-type: none"> <li>• \$3.3 million total increase to San Jacinto College</li> <li>• Increase from \$172 to \$202.75 per success point for success points funding</li> <li>• Increase from \$2.70 to \$2.72 per contact hour for contact hour funding</li> <li>• Increase in College retirement contributions to TRS at approximately \$350,000 annual increase</li> </ul> <p>Teri reviewed budget priorities for fiscal year 2020.</p> <p>Erica Davis Rouse asked about new position for Generation Park. Teri replied that the handout should state “new positions.” This line item includes all of the new positions related to the new bond facilities and the first building and start of Generation Park.</p> <p>Keith Sinor asked about the increased institutional support on page three of the proposed budget statements. Teri explained that the bulk of this are the raises, but it is budgeted in this area until the final evaluations are complete. At this point, the dollars are reallocated into the department budgets.</p> <p>Teri reviewed the proposed restricted budget. She explained the state funded benefits. There was an error on the total of expenses for FY2020. The group discussed</p>

		<p>corrections and the revenues and expenses balance. The correct proposed FY2020 amount is \$101,240,116.</p> <p>Teri clarified that the athletics related budget was finalized and now reflects closer to the actual from previous years. The amount needed was not budgeted correctly in the past years, so now budgeted amounts reflect a more accurate budget. Teri also explained that a committee is being formed to review scholarships and the scholarship process.</p> <p>Dan Mims asked what year we are on for our book store contract. Teri stated the contract was signed last April so this is the second year.</p> <p>Erica asked about restricted revenue for federal financial aid on page 4. She observed that the numbers are down and asked what is driving that. Teri responded that on Pell and Federal loans, the numbers are estimates based on enrollment of qualified students. The members discussed current and future grants.</p> <p>Brenda explained the process for the public budget hearing that takes place immediately before the Board Meeting.</p>
<p><b>VII.</b></p>	<p><b>Review 2019-2020 Annual Priorities</b></p>	<p>Brenda explained that the SLT members, with input from their teams, developed the annual priorities for 2019-2020. Their teams are developing details to accomplish each priority. Brenda provided brief explanation of each priority. The 2019-2020 annual priorities are as follows:</p> <ul style="list-style-type: none"> <li>• Expansion of Transfer Opportunities and Awareness</li> <li>• Transition to Workforce</li> <li>• Opening New Facilities</li> <li>• System Technology and Architecture including Student Continuum Taskforce Assessment</li> <li>• Opening of Generation Park Campus</li> <li>• Equity Focus: High School Populations, Adult Populations, and San Jac Promise Program</li> <li>• Positioning for the Future</li> </ul> <p>The next step after Board approval is for employees to develop individual performance plans based on the annual priorities.</p>

<p><b>VIII.</b></p>	<p><b>Update on 86<sup>th</sup> Legislative Session</b></p>	<p>Brenda provided an overview of the 86<sup>th</sup> legislative session. This was a good funding year for San Jacinto College. Our student success points and contact hours increased.</p> <p>The financial results of the legislative session are as follows:</p> <ul style="list-style-type: none"> <li>• \$3.3 million total increase to San Jacinto College (8 percent)</li> <li>• Increase from \$172 to \$202.75 per success point for success points funding</li> <li>• Increase from \$2.70 to \$2.72 per contact hour for contact hour funding</li> <li>• Increase in College retirement contributions to TRS at approximately \$350,000 annual increase</li> </ul> <p>Brenda explained that there was a little hiccup in the funding when the Legislative Budget Board did the initial formula runs. They recalculated the runs, and we ended up with an increase. After the correction, community colleges ended up receiving \$68 million in additional funding.</p> <p>She added that one significant item from the session was keeping community colleges at the 8 percent rollback rate for property taxes. She added a few shout outs of the elected officials that helped keep this going.</p> <p>Brenda stated that the transfer bill was approved. There will be a committee composed of community college representatives and university reps to work on this.</p> <p>She explained that there were a couple of bills on dual credit degree plans.</p> <p>Brenda added that one bill regarding the decrease of required hours in cosmetology from 1,500 to 1,000 was passed. We are working through this and adjusting as needed. Brenda stated that we are confirming if any of the other licensure changes impact our programs.</p> <p>Erica asked if we see independent school districts in a better position to contribute to the dual credit costs. Brenda said that we are still looking at the models, and we are going to have conversations with them about this.</p>
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<b>IX.</b>	<b>Review Disaster Recovery Services Requests</b>	<p>Teri reviewed two purchase requests for disaster recovery services. She explained that one is for a designated vendor, Mooring USA, and the other item is an amount for undesignated vendors. The request for Mooring for approval of \$750,000 and the undesignated vendors request approves \$2 million. Approving contracts and obtaining authorization in advance will assist with FEMA reimbursements on disaster recovery.</p> <p>Brenda and Teri will keep the Board posted if any of the funds or requests are needed.</p>
<b>X.</b>	<b>Review of Calendar</b>	<p>Brenda reviewed the calendar with the Board.</p>
<b>XI.</b>	<b>General Discussion of Meeting Items</b>	<p>Brenda asked if there were any items from the meeting agenda that the members would like to review.</p> <p>Erica Davis Rouse asked for clarification on the Service Animals policy and procedure. She asked was the College's liability is. Brenda will look into this and bring additional information back at the next workshop.</p> <p>Larry Wilson asked how many service animals are on campus. Brenda stated she does not have an exact number, but Sandra will bring additional information to the next workshop.</p> <p>Erica asked if we are responsible for damages caused by service animals. Sandra will provide additional information at the next workshop.</p>

		Sandra stated that this policy and procedure went through legal review, but clarifications can be provided to the Board on this item.
<b>XII.</b>	<b>Adjournment</b>	Workshop adjourned at 6:32 p.m.