

**SAN JACINTO COLLEGE DISTRICT  
REGULAR BOARD WORKSHOP MINUTES**

**March 1, 2010**

**The Board of Trustees of the San Jacinto Community College District met at 5:00 p.m., Monday, February 1, 2010 in Room 201 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas for a Board Workshop.**

**Present: Marie Flickinger, Dan Mims, Ben Meador, Larry Wilson, Wayne Slovacek, Dr. Ruede Wheeler, John Moon, Jr., Brenda Hellyer, Ken Lynn, Steve Trncak, Bryan Jones**

**I. Housekeeping Update**

- \* Bryan Jones, Ken Lynn, and Steve Trncak reviewed work that has been performed in assessing the housekeeping standards and accountabilities for the College. The focus is on reducing learning distractions, improving institutional perception and safety, increasing sustainable “green” cleaning practices, and maximizing housekeeping value. A review of the current organizational structure was presented along with an assessment of the current housekeeping services. Four options for moving forward were discussed along with a proposal from management on outsourcing all housekeeping services.

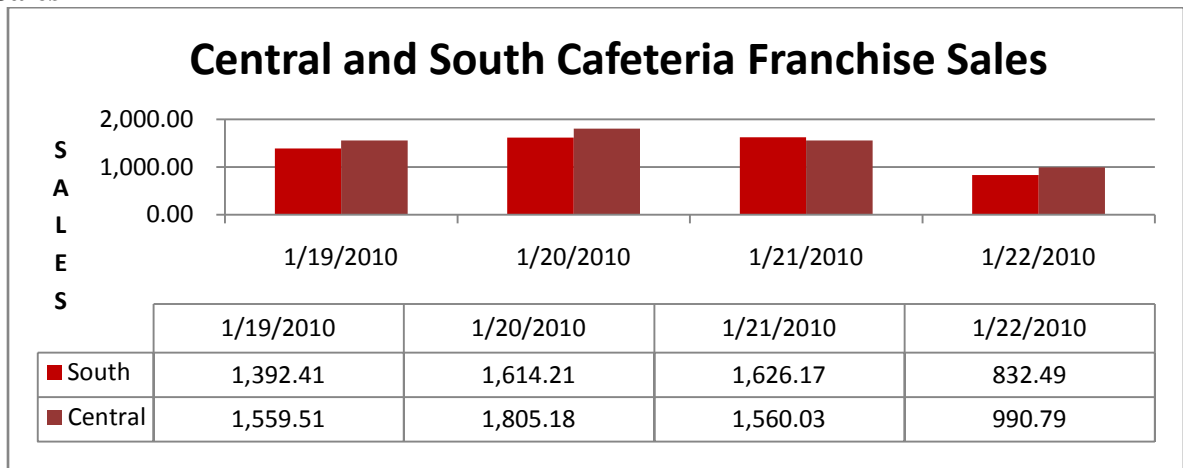
**Joining the meeting: Rob Stanicic, Neil Matkin, Danny Snooks, Teri Fowle, Toni Pendergrass, Linda Welsh, Hilda Boyce**

**II. Central and South Campus Cafeteria Renovations**

Presented by Hilda Boyce

- \* **The Journey**
  - 08/08 RFP issued for Food Service Operator
  - 10/08 RFP responses evaluated
  - 12/08 Food Options for SJC researched and identified
  - 01/09 Franchise Presentations provided to Committee
  - 03/09 Franchise Operations selected by Committee
  - 04/09 Board approves Yum! license agreement
  - 06/09 Design plans for Pizza Hut and A&W to architect
  - 09/09 Submit plans to permitting offices
  - 10/09 Plans resubmitted – permits obtained, project begins
  - 12/09 Project substantially complete
  - 01/10 Grand Opening
  
- \* **Staff**
  - Central - previous staff and 20 students
  - South - previous staff and 10 students
  - Both Campuses are looking for additional students to avoid any future labor shortage

\* Sales



\* Future

- Identify Issues – lines, kitchen efficiency and correct and/or modify where necessary
- Increase Sales
- Marketing
- Explore Healthy Menu Options

**III. Dinner**

**IV. Tuition and Fee Proposal**

Brenda Hellyer reviewed the Texas Association of Community Colleges (TACC) legislative update and the 5 percent funding reduction letter received by the Governor’s office.

- Each college is required by the Legislative Budget Board (LBB) and the Governor’s Budget, Planning and Policy (GOBP) division to submit a 5 percent reduction plan to the state ABEST system.
- TACC leadership suggests that each college write a letter addressed to the Governor, Lt. Governor, and Speaker of the House addressing the issues noted in the attached talking points document.
- TACC leadership suggests that each college share its letter with local opinion leaders in the media and business community to fully apprise them of the situation.
- Copies of the ABEST submission and the letter should be submitted to TACC also.

Ken Lynn presented powerpoint:

**Assuming No T&F or State Revenue Changes - Revenue Stream 2010-2013**

\* 2010-2011 Biennium

- 2010 T&F = \$36.2 million (budget for 09-10)
- 2011 T&F = \$38.0 million (105% of \$36.2 for 09-10)
- 2010 State = \$38.9 million (\$77.8 million/biennium)
- 2011 State = \$38.9 million
- **Total \$152.0 million**

\* 2012-2013 Biennium

- 2012 T&F = \$39.9 million (105% of \$38.0 for 10-11)
- 2013 T&F = \$41.9 million (105% of \$39.9 for 11-12)
- 2012 State = \$38.9 million (no change from 10-11)
- 2013 State = \$38.9 million
- **Total \$159.6 million**
- **4 Year total = \$311.6 million**

## State Funding – TACC Projection 2010–2011 and 2012-2013 Bienniums

- \* January 15, 2010 Letter
  - Biennium state funding = \$77.8 million
  - Governor asks for a plan to accomplish 5% reduction
    - Fye 8/31/10 = \$1.9 million
    - Fye 8/31/11 = \$1.9 million
- \* 2010–2011 Funded at \$7.11 per contact hour
- \* TACC estimates 2012-2013 funded at \$6.35 per contact hour
  - Reduction of \$0.76 (10.7%) per contact hour
  - Use 3% growth for 12-13 compared to 10-11
  - At \$0.76 the loss is \$8.3 million or \$8.6 million w/ growth
- \* Total reduction over 4 years = \$12.4 million

## Based On TACC projected State revenue - what T&F Increase needed to stay flat?

- \* 2009- 2010 T&F Budget = \$36.2 million
- \* For 10-11 assume:
  - \$5 increase in tuition per SCH for all residencies
    - In district increase from \$33 to \$38
    - Out of District increases from \$58 to 63
    - Out of State/Foreign increases from \$108 to \$113
  - Headcount and SCH increase 5%
  - General Service Fee increase to \$135 per student
  - Revenue increase = \$3.3 million per year
  - Biennial T&F Estimate = \$72.4 + \$3.3 = **\$75.7 million**

## Based On TACC projected State revenue - What T&F Increase needed to stay flat?

- \* Base for 12-13 is \$75.7 million from 10-11
- \* For 12-13 assume:
  - Additional \$5 increase in tuition per SCH for all residencies
    - In district increase from \$38 to \$43
    - Out of District increases from \$63 to 68
    - Out of State/Foreign increases from \$113 to \$118
  - Headcount and SCH increase an additional 5%
  - General Service Fee remains \$135 per student
  - Revenue increase = \$3.4 million per year, \$6.8 million per biennium
  - Biennial T&F Estimate = \$75.7 + \$2.7+\$6.8 = **\$84.6 million**

## Adjusted Revenue Stream 2010-2013

- \* 2010-2011 Biennium
  - Tuition & Fees (\$5/5% increase) = \$75.7 million
  - State Appropriations = \$74.0 million (\$77.8-\$3.8 cut)
  - Total \$149.7 million
- \* 2012-2013 Biennium
  - Tuition & Fees (add'l \$5/5% increase) = \$84.6 million
  - State Appropriations = \$69.2 million
  - Total \$153.8 million
  - 4 Year total = \$303.5 million
  - 4 Year “normal” total = \$311.6 million

- Shortage = \$8.1 million
- \* Brazosport +\$4
- \* Plano +\$4
- \* Dallas +\$3
- \* Aside from these specific comments the general discussion was that there would have to be an increase in revenue to at least offset the State reduction.
  - Board discussed tuition and fee increase options and concern over future budgeting impact.

**V. General Discussion**

**Adjourned to regular Board Meeting at 6:50 p.m.**