

*Board of Trustees
Meeting*

November 2, 2009

October 30, 2009

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

The Board of Trustees of the San Jacinto College Community District will meet at 5:00 p.m., Monday, November 2, 2009, in Room 201 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

**BOARD WORKSHOP
AGENDA**

- | | | |
|-------------|---|-----------------------|
| I. | Shared Counselor Program | Brook Zemel |
| II. | International Maritime & Energy Center | Brenda Hellyer |
| III. | Dinner | |
| IV. | Voice-Over-Internet Protocol System (VoIP) Project | Neil Matkin |
| V. | Board Retreat – November 11, 2009 | |
| VI. | General Discussion | |

Certification as to Posting or Giving of Notice

On this day, October 30, 2009 this notice was posted on a bulletin board located at a place convenient to the public in the central administrative office of the San Jacinto College District, 4624 Fairmont Parkway, Pasadena, Texas, on all college campuses, the SJC web and was readily accessible to the public at all times.

Dr. Brenda Hellyer, Ed.D.

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

The Board of Trustees of the San Jacinto College Community District will meet at 7:00 p.m., Monday, November 2, 2009, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

**BOARD MEETING
AGENDA**

- I. Call the meeting to order/certify posting notice**
- II. Invocation and Pledge to the Flag**
- III. Special Announcements, Recognitions, and Presentations**
 - Recognition of Greg Black for earning the status of General Motors World Class Technician Steve Horton
 - Recognition of Ken Luce for creation of art exhibition Painting title *El Papa* in the El Paso Museum of Art Richard Bailey
- IV. Achieving the Dream Student Success Presentation**
 - Shared Counselor Program Brook Zemel
- V. Communications to the Board of Trustees**
- VI. Hearing of such citizens or groups of citizens desiring to be heard before the Board**
 - Informative reports to the Board**
 - A. San Jacinto College Financial Statement
 - B. Capital Improvement Program
 - C. San Jacinto College Foundation Financial Statement

ACTION ITEMS

- VII. Approval of Honoraria**
- VIII. Consideration of University of Houston Reverse Transfer Articulation Agreement**
- IX. Consideration of Approval of Resolution Authorizing the Chancellor to Execute A Memorandum of Understanding with the International Maritime and Energy Center**
- X. Consideration of Approval to Authorize Chancellor to Execute Lease for Training Space for the Continuing & Professional Development Division**
- XI. Consideration of Approval of Amendment to the 2009-2010 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants**
- XII. Consideration of Approval of Resolution Authorizing Application for American Recovery and Reinvestment Act Funds**

XIII. Consideration of Approval of One College Vision

XIV. Consideration of Approval of Plan Amendments to the SJCD Executive 403(b) Plan

PURCHASING REQUESTS

XV. Consideration of Construction Related Requests

XVI. Consideration of Non-Construction Requests

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 October 5, 2009 Workshop and Regular Board Meeting

B. Approval of the Budget Transfers

C. Approval of Personnel Recommendations

D. Approval of the Affiliation Agreements

E. Next Regularly Scheduled Meeting

Items for Discussion/Possible Action (continued)

(Items removed from the Consent Agenda, will be considered at this time)

Reports from the Board Committees (when applicable)

XVII. Strategic Issues Discussion

XVIII. Adjournment to Closed or Executive Session Pursuant to Sections 551.071 to 551.084 of Chapter 551, the Open Meetings Act, Texas Government Code for the Following Purpose: Consultation with attorney on legal matters pursuant to 551.071

XIX. Reconvene in Open Meeting for Consideration of Items Discussed in Closed Session

XX. Adjournment

The Board of Trustees may at any time prior to adjournment, in accordance with Sections 551.001, et seq. of the Texas Government Code move into Closed Session under the following provision(s) of the ACT:

Section 551.071 – Consultation with Attorney

Section 551.072 – Deliberation Regarding Real Property

Section 551.073 – Deliberation Regarding Prospective Gifts

Section 551.074 – Personnel Matters

Section 551.076 – Deliberation Regarding Security Devices

Section 551.086 – Economic Development Negotiations

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SAN JACINTO COMMUNITY COLLEGE DISTRICT
Statement of Net Assets
September 30,

<u>Assets</u>	<u>2009</u>	<u>2008</u>
Current assets:		
Cash and cash equivalents	\$ 25,531,374	\$ 48,377,805
Restricted cash and cash equivalents	201,387,283	4,244,561
Deposits held by others	21,601	21,601
Investments	74,804,643	122,462,274
Restricted Investments	30,079,683	-
Accounts receivable	15,888,698	12,816,267
Inventories	362,714	349,448
Total current assets	<u>348,075,996</u>	<u>188,271,956</u>
Noncurrent assets:		
Bond issuance costs	1,809,949	1,522,650
Capital assets, net	144,464,545	143,999,456
Total noncurrent assets	<u>146,274,494</u>	<u>145,522,106</u>
Total assets	<u>494,350,490</u>	<u>333,794,062</u>
 <u>Liabilities</u>		
Current liabilities:		
Accounts payable	6,820,661	5,894,508
Accrued liabilities	3,039,757	4,435,383
Accrued compensable absences and deferred compensation	2,647,214	2,981,500
Deferred revenues	-	58,216
Total current liabilities	<u>12,507,632</u>	<u>13,369,607</u>
Noncurrent liabilities:		
Bond premium payable	7,346,396	1,568,891
Bonds and notes payable	281,785,000	145,950,000
Total noncurrent liabilities	<u>289,131,396</u>	<u>147,518,891</u>
Total liabilities	<u>301,639,028</u>	<u>160,888,498</u>
 <u>Net assets</u>		
Beginning of year - preliminary	184,230,214	161,440,309
Current year addition	8,481,248	11,465,255
Total net assets	<u>\$ 192,711,462</u>	<u>\$ 172,905,564</u>

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Assets
For the One Month Ended September 30, 2009

Consolidated -All Funds
(Not Including Capital Improvement Program)

	Adjusted Budget	Actual 8.33%	% Actual to Adjusted Budget	Prior Year Actual 9/30/08	% of 8/31/09 Actual*
REVENUES:					
State Appropriations	\$ 49,545,918	\$ 5,499,585	11.10	\$ 5,801,414	12.13
Local Taxes - Maintenance & Operations	42,135,000	132,702	0.31	90,422	0.19
Local Taxes - Debt Service	22,016,753	22,062	0.10	22,961	0.12
Credit Tuition	33,852,897	10,949,859	32.35	9,747,333	41.14
Credit Fees	3,333,665	5,711,244	171.32	5,662,298	48.42
Credit Exemptions & Waivers	(1,229,089)	(660,376)	53.73	(544,468)	47.76
Continuing Professional Development	4,575,711	467,706	10.22	478,705	11.24
Sales & Services	984,536	113,734	11.55	24,848	4.76
Investment Income	1,800,000	189,149	10.51	215,852	8.15
Investment Income - Unexpended Bond Proceeds	-	35,347	-	254,808	-
Auxiliary Services	3,832,524	230,405	6.01	279,320	6.01
Grants	32,063,860	13,612,464	42.45	7,617,494	22.81
Local Grants	614,410	33,917	5.52	56,104	12.07
Total	<u>193,526,185</u>	<u>36,337,798</u>	<u>18.78</u>	<u>29,707,091</u>	<u>15.36</u>
EXPENDITURES:					
Instruction	58,721,428	5,191,772	8.84	4,319,457	7.90
Public Service	4,056,233	241,184	5.95	135,083	4.03
Academic Support	10,926,687	910,601	8.33	625,694	6.01
Student Services	13,158,385	1,025,171	7.79	887,426	7.29
Institutional Support	56,485,854	4,069,280	7.20	1,863,700	5.57
Physical Plant	14,886,118	1,843,050	12.38	1,973,417	14.07
Scholarships and Fellowships	28,579,621	13,485,633	47.19	7,856,006	26.65
Auxiliary Enterprises	3,591,768	557,167	15.51	176,474	3.58
Depreciation	7,705,700	532,692	6.91	404,579	5.31
Total	<u>198,111,794</u>	<u>27,856,550</u>	<u>14.06</u>	<u>18,241,836</u>	<u>10.73</u>
TRANSFERS AMONG FUNDS:					
Transfers In	(1,431,560)	(166)	-	(34,194)	-
Transfers Out	1,303,895	166	-	34,194	-
Net Increase (Decrease) in Net Assets	<u>\$ (4,457,944)</u>	<u>\$ 8,481,248</u>		<u>\$ 11,465,255</u>	

Projection of Net Asset Accumulation:	Capital Assets -	
	Unrestricted	Net of Related Debt
Total Budgeted Revenue	\$ 127,218,740	\$ -
Total Budgeted Expenses	(124,218,740)	-
Estimated Unexpended Budgets (3%)	3,816,562	-
Items Included in Budgeted Expenditures Affecting Investment in Capital Assets:		
Principal Payments on Bonded Indebtedness	-	12,455,000
Capital Expenditures (est)	-	10,500,000
Depreciation	-	(7,705,700)
Estimated Accumulation of Net Assets, August 31, 2010	<u>\$ 6,816,562</u>	<u>\$ 15,249,300</u>

*Subject to Change - Pending Final Audit

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Assets
For the One Month Ended September 30, 2009

11 Unrestricted Funds

	Adjusted Budget	Actual 8.33%	% Actual to Adjusted Budget	Prior Year Actual 9/30/08	% of 8/31/09 Actual*
REVENUES:					
State Appropriations	\$ 38,883,496	\$ 4,589,238	11.80	\$ 5,015,437	13.51
Local Taxes - Maintenance & Operations	42,135,000	132,702	0.31	90,422	0.19
Credit Tuition	32,902,897	10,949,859	33.28	9,747,333	42.81
Credit Fees	3,333,665	5,711,244	171.32	5,662,298	48.42
Credit Exemptions & Waivers	(1,229,089)	(660,376)	53.73	(544,468)	47.76
Continuing Professional Development	4,575,711	467,706	10.22	478,705	11.24
Sales & Services	984,536	83,786	8.51	24,848	6.06
Investment Income	1,800,000	117,663	6.54	211,403	12.94
Grants	-	(95,030)	-	17,360	3.18
Auxiliary Services	497,103	53,211	10.70	-	-
Total	<u>123,883,319</u>	<u>21,350,003</u>	<u>17.23</u>	<u>20,703,338</u>	<u>16.73</u>
EXPENDITURES:					
Instruction	52,014,852	4,659,114	8.96	3,837,755	7.93
Public Service	3,426,637	167,889	4.90	79,566	3.17
Academic Support	9,127,903	736,537	8.07	531,623	6.60
Student Services	9,953,790	754,455	7.58	617,334	6.98
Institutional Support	30,971,395	2,334,603	7.54	1,184,769	4.93
Physical Plant	14,886,118	1,843,050	12.38	1,973,417	13.76
Scholarships and Fellowships	-	(95,695)	-	-	-
Auxiliary Enterprises	-	-	-	-	-
Total	<u>120,380,695</u>	<u>10,399,953</u>	<u>8.64</u>	<u>8,224,464</u>	<u>7.70</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	(166)	-	(17,562)	-
Transfers Out	1,467,596	-	-	16,633	-
Net Increase (Decrease) in Net Assets	<u>\$ 2,035,028</u>	<u>\$ 10,950,216</u>		<u>\$ 12,479,803</u>	

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San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Assets
For the One Month Ended September 30, 2009

Federal Restricted Funds

	<u>Adjusted Budget</u>	<u>Actual 8.33%</u>	<u>% Actual to Adjusted Budget</u>	<u>Prior Year Actual 9/30/08</u>	<u>% of 8/31/09 Actual*</u>
REVENUES:					
Grants	<u>\$ 29,305,071</u>	<u>\$ 13,165,795</u>	<u>44.93</u>	<u>\$ 7,555,424</u>	<u>24.93</u>
Total	<u>29,305,071</u>	<u>13,165,795</u>	<u>44.93</u>	<u>7,555,424</u>	<u>24.93</u>
EXPENDITURES:					
Instruction	236,326	47,083	19.92	55,372	5.41
Public Service	239,536	28,209	11.78	18,791	5.70
Academic Support	689,588	77,895	11.30	31,330	2.85
Student Services	1,858,401	139,756	7.52	126,146	7.10
Institutional Support	1,545,324	154,035	9.97	5,185	12.38
Auxiliary Enterprises	1,479	1,479	100.00	-	-
Scholarships and Fellowships	<u>24,837,947</u>	<u>12,717,172</u>	<u>51.20</u>	<u>7,301,646</u>	<u>-</u>
Total	<u>29,408,601</u>	<u>13,165,629</u>	<u>44.77</u>	<u>7,538,470</u>	<u>25.20</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	<u>(103,530)</u>	<u>166</u>	<u>-</u>	<u>16,954</u>	<u>-</u>
Net Increase (Decrease) in Net Assets	<u>\$ -</u>	<u>\$ -</u>		<u>\$ -</u>	

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San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Assets
For the One Month Ended September 30, 2009

State Restricted Funds

	Adjusted Budget	Actual 8.33%	% Actual to Adjusted Budget	Prior Year Actual 9/30/08	% of 8/31/09 Actual*
REVENUES:					
State Paid Benefits	\$ 10,662,422	\$ 910,347	8.54	\$ 785,977	7.34
Grants	<u>2,758,789</u>	<u>541,699</u>	<u>19.64</u>	<u>44,710</u>	<u>1.45</u>
Total	<u>13,421,211</u>	<u>1,452,046</u>	<u>10.82</u>	<u>830,687</u>	<u>6.02</u>
EXPENDITURES:					
Instruction	6,454,217	485,546	7.52	426,320	8.22
Public Service	264,920	29,032	10.96	22,200	7.35
Academic Support	993,363	90,500	9.11	60,825	5.82
Student Services	1,203,997	129,776	10.78	143,634	9.63
Institutional Support	1,965,573	192,401	9.79	125,879	4.73
Scholarships and Fellowships	<u>2,592,815.00</u>	<u>524,791</u>	<u>20.24</u>	<u>20,734</u>	<u>-</u>
Total	<u>13,474,885</u>	<u>1,452,046</u>	<u>10.78</u>	<u>799,592</u>	<u>5.99</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	<u>(53,674)</u>	<u>-</u>	<u>-</u>	<u>595</u>	<u>-</u>
Net Increase (Decrease) in Net Assets	<u>\$ -</u>	<u>\$ -</u>		<u>\$ 31,690</u>	

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San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Assets
For the One Month Ended September 30, 2009

Local Restricted Funds

	Adjusted Budget	Actual 8.33%	% Actual to Adjusted Budget	Prior Year Actual 9/30/08	% of 8/31/09 Actual*
REVENUES:					
Local Grants	\$ 614,410	\$ 33,917	5.52	\$ 56,104	12.07
Total	<u>614,410</u>	<u>33,917</u>	<u>5.52</u>	<u>56,104</u>	<u>12.07</u>
EXPENDITURES:					
Instruction	16,033	-	-	10	0.05
Public Service	125,140	16,054	12.83	14,526	6.79
Academic Support	115,833	5,669	4.89	1,916	0.96
Student services	142,197	1,184	0.83	312	0.47
Institutional Support	(13,191)	3,283	(24.89)	8,419	8.99
Scholarships and Fellowships	198,859	29,200	14.68	43,852	-
Total	<u>584,871</u>	<u>55,390</u>	<u>9.47</u>	<u>69,035</u>	<u>8.11</u>
TRANSFERS AMONG FUNDS:					
Transfers In	36,036	-	-	(16,632)	-
Transfers Out	(6,497)	-	-	12	-
Net Increase (Decrease) in Net Assets	<u>\$ -</u>	<u>\$ (21,473)</u>		<u>\$ 3,689</u>	

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San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Assets
For the One Month Ended September 30, 2009

27 Texas Public Education Grant

	<u>Adjusted Budget</u>	<u>Actual 8.33%</u>	<u>% Actual to Adjusted Budget</u>	<u>Prior Year Actual 9/30/08</u>	<u>% of 8/31/09 Actual*</u>
REVENUES:					
Credit Tuition	\$ 950,000	\$ -	-	\$ -	-
Total	<u>950,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
EXPENDITURES:					
Scholarships and Fellowships	<u>950,000</u>	<u>310,165</u>	<u>32.65</u>	<u>489,774</u>	<u>42.38</u>
Total	<u>950,000</u>	<u>310,165</u>	<u>32.65</u>	<u>489,774</u>	<u>42.38</u>
Net Increase (Decrease) in Net Assets	<u>\$ -</u>	<u>\$ (310,165)</u>		<u>\$ (489,774)</u>	

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San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Assets
For the One Month Ended September 30, 2009

28 Private Gifts and Donations

	<u>Adjusted Budget</u>	<u>Actual 8.33%</u>	<u>% Actual to Adjusted Budget</u>	<u>Prior Year Actual 9/30/08</u>	<u>% of 8/31/09 Actual*</u>
REVENUES:					
Sales & Service	<u>\$ -</u>	<u>\$ 29,948</u>	<u>-</u>	<u>\$ -</u>	<u>-</u>
Total	<u>-</u>	<u>29,948</u>	<u>-</u>	<u>-</u>	<u>-</u>
EXPENDITURES:					
Instruction	<u>-</u>	<u>29</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>-</u>	<u>29</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Assets	<u><u>\$ -</u></u>	<u><u>\$ 29,919</u></u>		<u><u>\$ -</u></u>	

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San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Assets
For the One Month Ended September 30, 2009

3x Auxiliary Enterprises

	Adjusted Budget	Actual 8.33%	% Actual to Adjusted Budget	Prior Year Actual 9/30/08	% of 8/31/09 Actual*
REVENUES:					
Sales & Services	\$ 6,743	\$ 1,936	28.71	\$ -	-
Auxiliary Services	<u>3,328,678</u>	<u>175,258</u>	<u>5.27</u>	<u>279,320</u>	<u>6.89</u>
Total	<u>3,335,421</u>	<u>177,194</u>	<u>5.31</u>	<u>279,320</u>	<u>6.81</u>
EXPENDITURES:					
Non-Instructional Labor	1,071,990	89,084	8.31	100,134	8.27
Benefits	303,717	15,632	5.15	18,748	5.54
Supplies	493,050	57,200	11.60	515	0.10
Travel	352,339	7,811	2.22	200	0.04
Contracted Services	521,165	44,574	8.55	4,511	0.93
Capital Outlay	-	-	-	-	-
Scholarships and Fellowships	847,078	341,387	40.30	52,366	5.67
Utilities	<u>950</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u>3,590,289</u>	<u>555,688</u>	<u>15.48</u>	<u>176,474</u>	<u>4.27</u>
Net Increase (Decrease) in Net Assets	<u>\$ (254,868)</u>	<u>\$ (378,494)</u>		<u>\$ 102,846</u>	

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San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Assets
For the One Month Ended September 30, 2009

93 Renewal & Replacement

	<u>Adjusted Budget</u>	<u>Actual 8.33%</u>	<u>% Actual to Adjusted Budget</u>	<u>Prior Year Actual 9/30/08</u>	<u>% of 8/31/09 Actual*</u>
EXPENDITURES:					
Physical Plant	\$ -	\$ -	-	\$ -	-
Total	-	-	-	-	-
Net Increase (Decrease) in Net Assets	<u>\$ -</u>	<u>\$ -</u>		<u>\$ -</u>	

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San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Assets
For the One Month Ended September 30, 2009

95 Retirement of Indebtedness

	<u>Adjusted Budget</u>	<u>Actual 8.33%</u>	<u>% Actual to Adjusted Budget</u>	<u>Prior Year Actual 9/30/08</u>	<u>% of 8/31/09 Actual*</u>
REVENUES					
Transfers In	\$ 1,467,596	\$ -	-	\$ -	-
Investment Income	-	71,486	-	4,449	0.44
Investment Income - Unexpended Bond Proceeds	-	35,347	-	254,808	-
Local Taxes - Debt Service	<u>22,016,753</u>	<u>22,062</u>	<u>0.10</u>	<u>22,961</u>	<u>0.12</u>
Total	<u>23,484,349</u>	<u>128,895</u>	<u>0.55</u>	<u>282,218</u>	<u>1.32</u>
EXPENDITURES					
Institutional Support	<u>22,016,753</u>	<u>1,384,958</u>	<u>6.29</u>	<u>539,448</u>	<u>8.17</u>
Total	<u>22,016,753</u>	<u>1,384,958</u>	<u>6.29</u>	<u>539,448</u>	<u>8.17</u>
Net Increase (Decrease) in Net Assets	<u>\$ -</u>	<u>\$ (1,256,063)</u>		<u>\$ (257,230)</u>	

*Subject to Change - Pending Final Audit

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Assets
For the One Month Ended September 30, 2009

97 Investment in Plant

	<u>Adjusted Budget</u>	<u>Actual 8.33%</u>	<u>% Actual to Adjusted Budget</u>	<u>Prior Year Actual 9/30/08</u>	<u>% of 8/31/09 Actual*</u>
EXPENDITURES					
Depreciation	<u>\$ 7,705,700</u>	<u>\$ 532,692</u>	<u>6.91</u>	<u>\$ 404,579</u>	<u>5.31</u>
Total	<u>7,705,700</u>	<u>532,692</u>	<u>6.91</u>	<u>404,579</u>	<u>5.31</u>
Net Increase (Decrease) in Net Assets	<u><u>\$ (7,705,700)</u></u>	<u><u>\$ (532,692)</u></u>		<u><u>\$ (404,579)</u></u>	

*Subject to Change - Pending Final Audit

Capital Improvement Program

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Assets
For the One Month Ended September 30, 2009

91 Capital Projects

	<u>Adjusted Budget</u>	<u>Actual 8.33%</u>	<u>% Actual to Adjusted Budget</u>	<u>Prior Year Actual 9/30/08</u>	<u>% of 8/31/09 Actual*</u>
EXPENDITURES:					
1993 Bond Program	5,000,000	96,753	-	-	-
2008 Bond Program	<u>295,000,000</u>	<u>428,382</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total	<u><u>\$300,000,000</u></u>	<u><u>\$ 525,135</u></u>	<u><u>-</u></u>	<u><u>\$ -</u></u>	<u><u>-</u></u>

*Subject to Change - Pending Final Audit



Monthly Investment Report
September 30, 2009

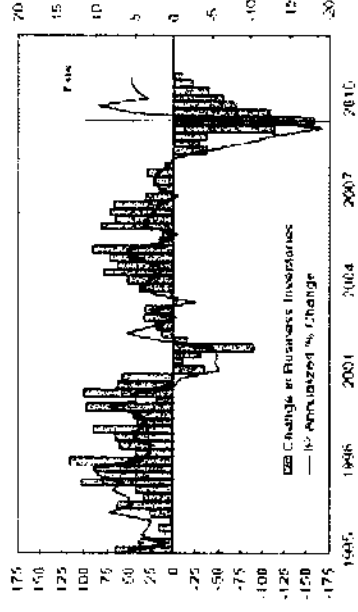
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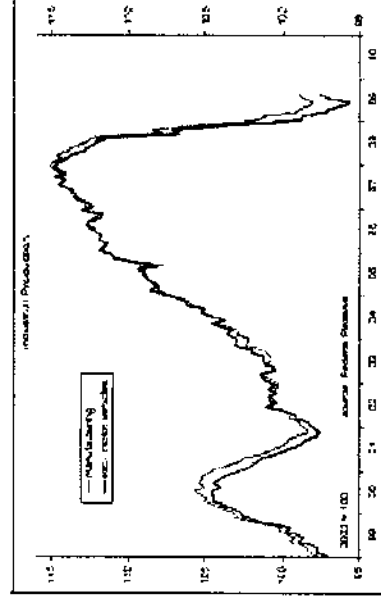
Lethargy Reigns

- Chairman Bernanke announced that the recession may be technically over, but growth remains illusive.
- Manufacturing has gained on lower inventories, but business is not hiring yet.
- Small businesses, which accounts for 45% of jobs, are not seeing easy credit and the cost of healthcare mandates may offset any thought of hiring.
- The popular 'cash for clunkers' gave a boost but may have simply stolen from future sales. Auto sales are expected to return to the 9.5 mm unit level.

Inventory liquidations will help



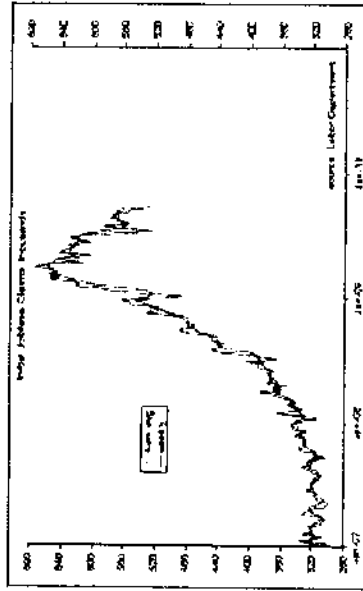
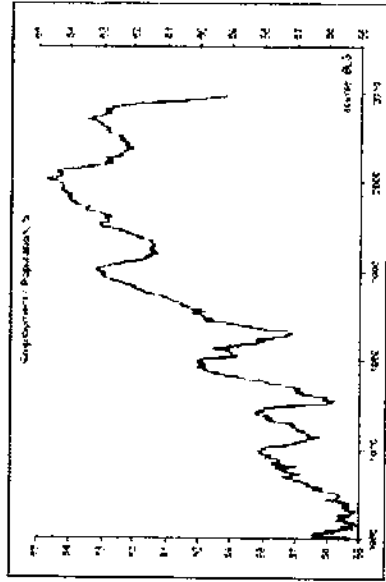
Source: BEA & FRB



Manufacturing has a long way to go

Employment Remains the Key

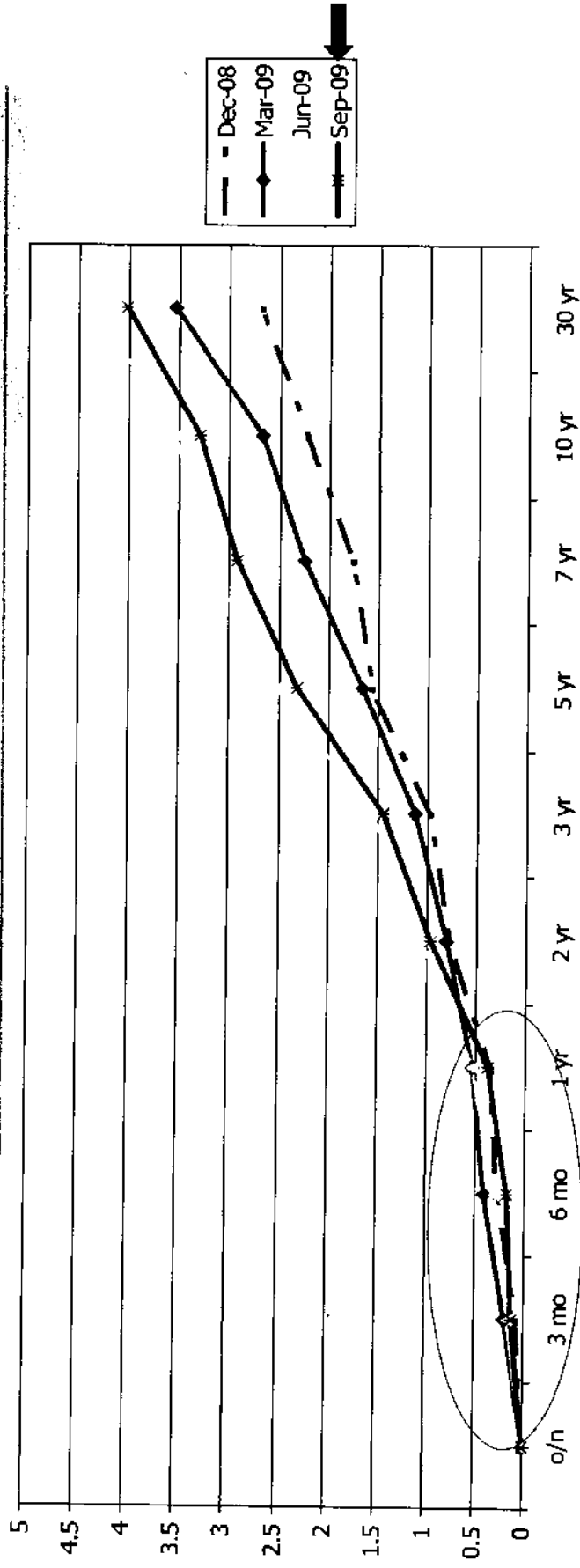
Unemployment remains a major problem.



- Unemployment claims have been declining since March but remain high. Some reduction may reflect less hiring than exhaustion of benefits.
- If claims are extended we may see a huge pickup in claims once again.
- 21 states (led by TX, IL and PA) have seen a pickup in trade and services – not construction.
- Personal wealth has increased with stock markets up 60% since March, but until house values are stable and savings increase, consumers are not expected to spend.
- Without the consumer, the economy will not grow.
- Confidence will remain low. Generally, people see an improvement in the national picture but not in their own personal position.
- It takes all these pieces to complete the puzzle.

Existing Home Sales Still a Problem

No Change in the Picture = No Change in the Curve

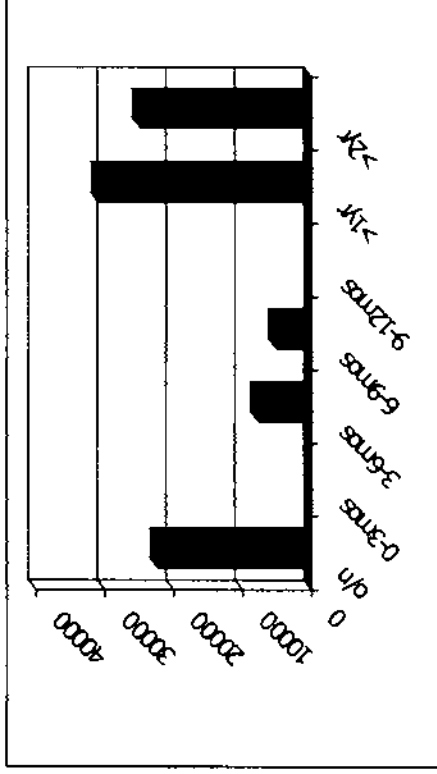
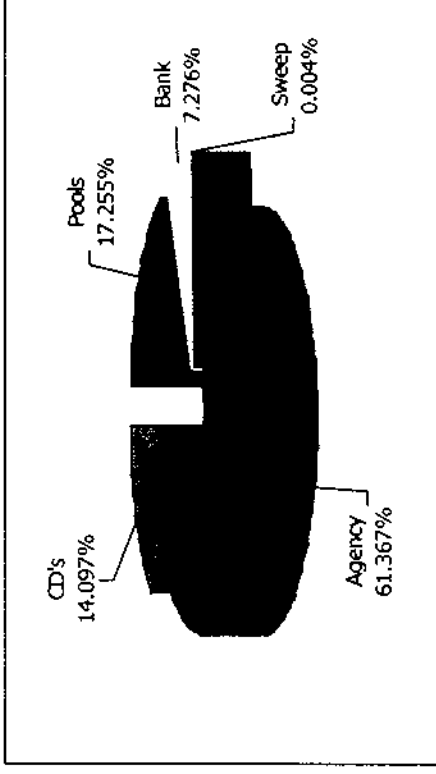


- Uncertainty continues to be the key to understanding the curve.
- Despite an aggressive run in stocks in September the rates moved slightly lower across the entire curve
- The slight move up in intermediate rates last month pushed by historical Treasury issuance could not compete against the concerns of continued economic weakness, stubborn unemployment, the cautious consumer and legislative warfare
- The reliance on money market funds (directly or through banks) keeps the pressure on all securities below one year
- Discussions of not using the US dollar as reserve currency have yet to affect the curve – it can not compete with the global concerns
- Major current, news issues will continue to add to concerns (oil, Iran, healthcare plans, China trade, etc.)

General Portfolio San Jacinto College

As of September 30, 2009

- P&A constantly reviews your portfolio for optimal asset allocation and controlled average maturity because a diversified portfolio can better adjust to volatile market conditions.
- The extremely low short-term rates make diversification difficult and they are expected to continue- probably through 2Q'10.
- CDs continue to offer some value but banks have little collateral and are becoming *uninterested* in new funds.
- Economists and the Fed are now concerned about an exit strategy for this massive stimulus. The markets see the uncertainty as a detriment and excuse not to invest. Timing the trigger pull is a major concern currently.
- Our recommendations continue to focus on adding diversification and avoiding total liquidity, which will remain below 0.50%

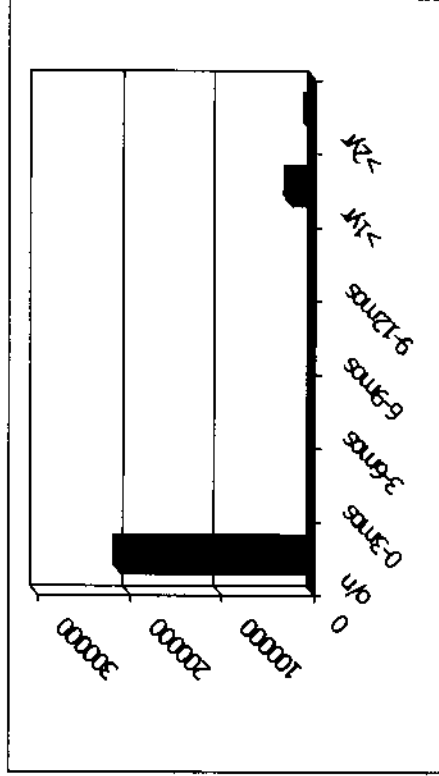
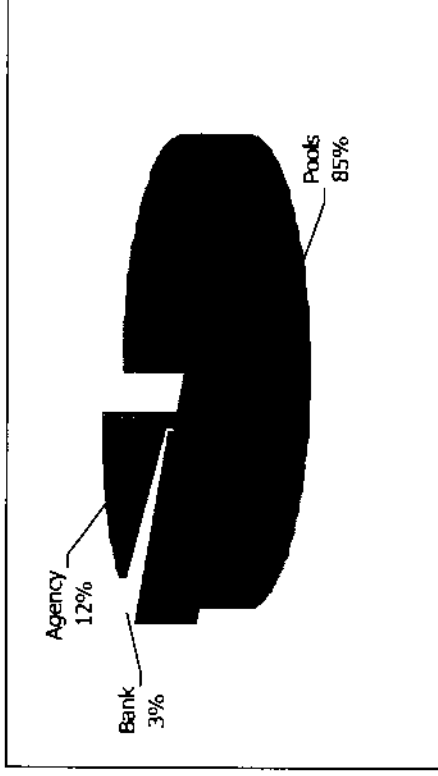


Bond Portfolio

As of September 30, 2009



- P&A constantly reviews your portfolio for optimal asset allocation and controlled average maturity because a diversified portfolio can better adjust to volatile market conditions.
- The extremely low short-term rates make diversification difficult and they are expected to continue- probably through 2Q'10.
- CDs continue to offer some value but banks have little collateral and are becoming *uninterested* in new funds.
- Economists and the Fed are now concerned about an exit strategy for this massive stimulus. The markets see the uncertainty as a detriment and excuse not to invest. Timing the trigger pull is a major concern currently.
- Our recommendations continue to focus on adding diversification and avoiding total liquidity, which will remain below 0.50%





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**San Jacinto Community College
 Portfolio Management
 Portfolio Summary
 September 30, 2009**

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 365 Equiv.
Certificates of Deposit - CDARS	5,151,080.21	5,151,080.21	5,151,080.21	1.55	364	182	1.898
Passbook/Checking Accounts	-1,477,314.83	-1,477,314.83	-1,477,314.83	-0.45	1	1	-0.238
Federal Agency Coupon Securities	86,000,000.00	86,258,354.00	85,963,937.50	25.93	832	742	1.168
Investment Pools/Money Markets	234,180,434.92	234,180,434.92	234,180,434.92	70.64	1	1	0.247
Certificate of Deposit - CDARS	7,705,362.67	7,705,362.67	7,705,362.67	2.32	365	176	2.280
Investments	331,559,562.97	331,817,916.97	331,523,500.47	100.00%	231	200	0.561
Cash and Accrued Interest							
Accrued Interest at Purchase		2,083.33	2,083.33				
Subtotal		2,083.33	2,083.33				
Total Cash and Investments	331,559,562.97	331,820,000.30	331,525,583.80		231	200	0.561

Total Earnings	September 30	Month Ending	Fiscal Year To Date
Current Year	146,874.73	146,874.73	146,874.73
Average Daily Balance	336,776,946.70	336,776,946.70	336,776,946.70

The following reports are submitted in accordance with the Public Funds Investment Act (Texas Gov't Code 2256). The reports also offer supplemental information not required by the Act in order to fully inform the governing body of the San Jacinto Community College Foundation of the position and activity within the College's and Foundation's portfolio of investments. The reports include a management summary overview, a detailed inventory report for the end of the period, a transaction report, as well as graphic representations of the portfolio to provide full disclosure to the governing body.


 Kenneth D. Lynn CPA, Vice Chancellor of Fiscal Affairs
 10/20/09

Reporting period 09/01/2009-09/30/2009

Run Date: 10/23/2009 - 13:55

Portfolio SJCC
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 Report Ver. 7.1.4



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**San Jacinto Community College
 Summary by Type
 September 30, 2009
 Grouped by Fund**

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Security Type	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: Bond Funds						
Federal Agency Coupon Securities	4	30,000,000.00	30,000,000.00	9.05	1.067	757
Investment Pools/Money Markets	5	210,337,053.33	210,337,053.33	63.45	0.237	1
Subtotal	9	240,337,053.33	240,337,053.33	72.50	0.341	95
Fund: Consolidated Portfolio						
Passbook/Checking Accounts	10	-1,477,314.83	-1,477,314.83	-0.45	-0.238	1
Federal Agency Coupon Securities	10	56,000,000.00	55,963,937.50	16.88	1.222	734
Certificates of Deposit - CDARS	1	5,151,080.21	5,151,080.21	1.55	1.898	182
Investment Pools/Money Markets	5	23,843,381.59	23,843,381.59	7.19	0.337	1
Certificate of Deposit - CDARS	1	7,705,362.67	7,705,362.67	2.32	2.280	176
Subtotal	27	91,222,509.84	91,186,447.14	27.49	1.142	476
Total and Average	36	331,559,562.97	331,523,500.47	100.00	0.561	200



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**San Jacinto Community College
 Fund BOND - Bond Funds
 Investments by Fund
 September 30, 2009**

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
Federal Agency Coupon Securities											
3133XUJ38	10108	Federal Home Loan Bank	08/11/2009	10,000,000.00	10,000,000.00	10,025,000.00	1.000	0.986	1.000	08/11/2011	679
3133XUKP7	10109	Federal Home Loan Bank	08/24/2009	10,000,000.00	10,000,000.00	10,040,625.00	1.200	1.183	1.200	08/24/2011	692
3133XUZA4	10111	Federal Home Loan Bank	09/28/2009	5,000,000.00	5,000,000.00	5,009,375.00	1.000	0.986	1.000	09/28/2012	1,093
3133XUNH2	10112	Federal Home Loan Bank	09/23/2009	5,000,000.00	5,000,000.00	5,004,687.50	1.000	0.986	0.999	09/08/2011	707
Subtotal and Average				30,000,000.00	30,000,000.00	30,079,687.50		1.052	1.087		757
Investment Pools/Money Markets											
708340211	10064	JPM - Debt Service	12/05/2007	3,980,319.86	3,980,319.86	3,980,319.86	0.450	0.443	0.449		1
2330696424	10054	JPM - G08 2007	09/01/2007	3,630,199.49	3,630,199.49	3,630,199.49	0.400	0.394	0.399		1
999999998	10064	LSIP GOF - 2008 Bond Proceeds	10/03/2008	77,735,366.12	77,735,366.12	77,735,366.12	0.230	0.226	0.230		1
9999999915	10105	LSIP GOF - 2009 Bond Proceeds	07/30/2009	120,021,717.17	120,021,717.17	120,021,717.17	0.230	0.226	0.230		1
9999999916	10106	LSIP GOF - Debt Service	07/30/2009	4,969,450.69	4,969,450.69	4,969,450.69	0.230	0.226	0.230		1
Subtotal and Average				210,337,053.33	210,337,053.33	210,337,053.33		0.234	0.237		1
Total Investments and Average				240,337,053.33	240,337,053.33	240,416,740.83		0.336	0.341		95

Portfolio SJCC
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 FI (PRF, FI) 7.1.1
 Report Ver. 7.1.4

Fund GEN - Consolidated Portfolio
Investments by Fund
September 30, 2009

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
Certificates of Deposit - CDARS											
1006807603	10098	TCB - Money Market	04/02/2009	5,151,080.21	5,151,080.21	5,151,080.21	1.898	1.872	1.898	04/01/2010	182
				Subtotal and Average	5,151,080.21	5,151,080.21		1.872	1.898		182
Pass book/Checking Accounts											
9999999914	10089	Credit Cards - In Transit	09/01/2009	69,388.69	69,388.69	69,388.69					1
708340062	10086	Disbursements	09/01/2009	-2,069,025.24	-2,069,025.24	-2,069,025.24					1
707759304	10063	JPM - FT4Disbursements	09/01/2009	-101,152.15	-101,152.15	-101,152.15	0.150	0.147	0.149		1
707759296	10069	JPM - Federal Programs	09/01/2009	0.00	0.00	0.00					1
9999999912	10087	Moody Natl Bank- Payroll	09/01/2009	-7,997.15	-7,997.15	-7,997.15					1
999999997	10037	MNB - Operating	09/01/2009	143,470.20	143,470.20	143,470.20	2.560	2.524	2.560		1
707759338	10062	JPM - Operating	09/01/2009	483,294.56	483,294.56	483,294.56					1
707759346	10085	Payroll Fund	09/01/2009	-14,438.74	-14,438.74	-14,438.74					1
9999999913	10088	Petty Cash	09/01/2009	19,145.00	19,145.00	19,145.00					1
707759361	10103	JPM - Workmen's Comp	09/01/2009	0.00	0.00	0.00					1
				Subtotal and Average	-1,477,314.83	-1,477,314.83		-0.235	-0.238		1
Federal Agency Coupon Securities											
3133XSUF3	10093	Federal Home Loan Bank	02/23/2009	4,983,406.16	5,000,000.00	5,009,375.00	1.375	1.503	1.524	01/12/2012	833
3133XTSZ0	10100	Federal Home Loan Bank	06/11/2009	10,000,000.00	10,000,000.00	10,015,625.00	1.000	0.986	1.000	06/10/2011	617
3133XTWN2	10101	Federal Home Loan Bank	06/22/2009	5,000,000.00	5,000,000.00	5,034,375.00	1.200	1.183	1.200	06/22/2011	629
3133XTUN4	10102	Federal Home Loan Bank	06/30/2009	5,000,000.00	5,000,000.00	5,026,562.50	1.000	0.986	1.000	09/30/2011	729
3133XUGR8	10107	Federal Home Loan Bank	08/03/2009	5,000,000.00	5,000,000.00	5,010,937.50	1.000	0.986	1.000	02/03/2012	855
3133XUKP7	10110	Federal Home Loan Bank	08/24/2009	5,000,000.00	5,000,000.00	5,020,312.50	1.200	1.623	1.646	08/24/2011	692
3128X7JK1	10073	Federal Home Loan Mfg Corp	04/14/2008	1,000,000.00	1,000,000.00	1,036,479.00	3.250	3.205	3.250	04/14/2011	560
3136FHNL5	10096	Federal National Mig Assn	04/27/2009	4,964,866.76	5,000,000.00	5,004,687.50	1.000	1.104	1.119	04/27/2012	939
3136FHFG0	10099	Federal National Mig Assn	05/18/2009	9,997,869.44	10,000,000.00	10,009,375.00	1.250	1.242	1.260	11/18/2011	778
3136FHMS1	10104	Federal National Mig Assn	07/06/2009	4,997,795.14	5,000,000.00	5,010,937.50	1.000	1.011	1.025	07/06/2011	643
				Subtotal and Average	55,963,937.50	56,178,666.50		1.205	1.222		734
Investment Pools/Money Markets											
1390012195	10036	Bank of America Sweep	09/01/2008	4,400.96	4,400.96	4,400.96	0.011	0.011	0.011		1
9999999993	10034	LSIP GOF - Operating	09/01/2007	800,078.45	800,078.45	800,078.45	0.230	0.226	0.230		1
707759320	10035	JPM - Money Market	09/01/2007	8,003,702.22	8,003,702.22	8,003,702.22	0.450	0.443	0.449		1

Portfolio S,JCC
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Report Ver. 7.1.4

Fund GEN - Consolidated Portfolio
Investments by Fund
September 30, 2009

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
Investment Pools/Money Markets											
999999996	10038	TCB - Money Market	09/26/2007	99,253.20	99,253.20	99,253.20	0.300	0.295	0.300		1
999999991	10032	TexPool	09/01/2007	14,935,946.76	14,935,946.76	14,935,946.76	0.282	0.278	0.282		1
		Subtotal and Average		23,843,381.59	23,843,381.59	23,843,381.59		0.332	0.337		1
Certificate of Deposit - CDARS											
8008179	10087	TCB - Money Market	03/26/2009	7,705,362.67	7,705,362.67	7,705,362.67	2.280	2.248	2.280	03/26/2010	176
		Subtotal and Average		7,705,362.67	7,705,362.67	7,705,362.67		2.249	2.280		176
		Total Investments and Average		91,186,447.14	91,222,509.54	91,401,176.14		1.126	1.142		475



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**San Jacinto Community College
 Cash Reconciliation Report
 For the Period September 1, 2009 - September 30, 2009
 Grouped by Fund**

Trans. Date	Investment #	Fund	Trans. Type	Security ID	Par Value	Security Description	Maturity Date	Purchases	Interest	Redemptions	Cash
Bond Funds											
09/23/2009	10112	BOND	Purchase	3133XUNH2	5,000,000.00	FHLB 5.0M 1.00% Mat. 09/08/2011	09/08/2011	-5,000,000.00	-2,083.33	0.00	-5,002,083.33
09/28/2009	10111	BOND	Purchase	3133XUZA4	5,000,000.00	FHLB 5.0M 1.00% Mat. 09/28/2012	09/28/2012	-5,000,000.00	0.00	0.00	-5,000,000.00
						Subtotal		-10,000,000.00	-2,083.33	0.00	-10,002,083.33
Consolidated Portfolio											
09/30/2009	10097	GEN	Interest	8008179	7,615,523.29	TXCIT 7.6M 2.28% Mat. 03/26/2010	03/26/2010	0.00	14,412.63	0.00	14,412.63
09/30/2009	10097	GEN	Interest	8008179	7,615,523.29	TXCIT 7.6M 2.28% Mat. 03/26/2010	03/26/2010	-14,412.63	0.00	0.00	-14,412.63
						Subtotal		-14,412.63	14,412.63	0.00	0.00
						Total		-10,014,412.63	12,329.30	0.00	-10,002,083.33

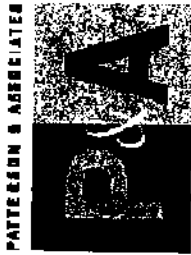


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**San Jacinto Community College
 Purchases Report
 Sorted by Fund - Fund
 September 1, 2009 - September 30, 2009**

CUSIP	Investment #	Fund	Sec. Type	Issuer	Original Par Value	Purchase Date	Payment Periods	Principal Purchased	Accrued Intrest at Purchase	Rate at Purchase	Maturity Date	YTM	Ending Book Value
Bond Funds													
3133XUNH2	10112	BOND	FAC	FHLB	5,000,000.00	09/23/2009	03/08 - 09/08	5,000,000.00	2,083.33	1.000	09/08/2011	1.000	5,000,000.00
3133XUZA4	10111	BOND	FAC	FHLB	5,000,000.00	09/28/2009	03/28 - 09/28	5,000,000.00		1.000	09/28/2012	1.000	5,000,000.00
		Subtotal			10,000,000.00			10,000,000.00	2,083.33				10,000,000.00
Consolidated Portfolio													
9999999914	10089	GEN	PA1	CC	45,490.69	09/01/2009	12/01 - Monthly	45,490.69					69,368.69
706340062	10086	GEN	PA1	DIS	-2,382,072.22	09/01/2009	12/01 - Monthly	-2,382,072.22					-2,069,025.24
707759304	10063	GEN	PA1	FED	-5,652.95	09/01/2009	10/01 - Monthly	-5,652.95		0.150			-101,152.15
707759296	10069	GEN	PA1	FPRO	0.00	09/01/2009	03/01 - Monthly	0.00					0.00
9999999912	10037	GEN	PA1	MNB	-7,997.15	09/01/2009	12/01 - Monthly	-7,997.15					-7,997.15
999999997	10037	GEN	PA1	MOODY	141,165.36	09/01/2009	10/01 - Monthly	141,165.36		2.560			143,470.20
707759338	10062	GEN	PA1	OPER	947,796.25	09/01/2009	09/01 - Monthly	947,796.25					483,294.56
707759346	10085	GEN	PA1	PAY	-5,043.06	09/01/2009	12/01 - Monthly	-5,043.06					-14,438.74
9999999913	10088	GEN	PA1	PC	42,875.00	09/01/2009	12/01 - Monthly	42,875.00					19,145.00
707759361	10103	GEN	PA1	WC	9,461.16	09/01/2009	07/01 - Monthly	9,461.16					0.00
		Subtotal			-1,213,976.92			-1,213,976.92	0.00				-1,477,314.83
		Total Purchases			8,786,023.08			8,786,023.06	2,083.33				8,522,685.17

Portfolio SJCC
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 PU (PRE_PU) 7.1.1
 Report Ver. 7.1.4



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**San Jacinto Community College
Interest Earnings
Sorted by Fund - Fund
September 1, 2009 - September 30, 2009
Yield on Average Book Value**

CUSIP	Investment #	Fund	Issuer	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Annualized Rate	Yield	Interest Earned	Adjusted Interest Earnings	
											Amortization/ Accretion	Adjusted Interest Earnings
Fund: Bond Funds												
3133XUNH2	10112	BOND	FHLB	5,000,000.00	0.00	1,333,333.33	09/08/2011	1.000	1.014	1,111.11	0.00	1,111.11
3133XUZA4	10111	BOND	FHLB	5,000,000.00	0.00	500,000.00	08/28/2012	1.000	1.014	416.67	0.00	416.67
3133XUJ38	10108	BOND	FHLB	10,000,000.00	10,000,000.00	10,000,000.00	08/11/2011	1.000	1.014	8,333.33	0.00	8,333.33
3133XUKP7	10109	BOND	FHLB	10,000,000.00	10,000,000.00	10,000,000.00	08/24/2011	1.200	1.217	10,000.00	0.00	10,000.00
2330696424	10054	BOND	GO2007	3,630,199.49	3,918,105.72	3,913,355.20		0.400	0.390	1,253.53	0.00	1,253.53
708340211	10084	BOND	DS	3,980,319.86	3,933,478.76	3,934,635.94		0.450	0.451	1,456.96	0.00	1,456.96
999999999	10105	BOND	LSIP08	120,021,717.17	130,029,389.34	130,030,182.69		0.230	0.223	23,800.50	0.00	23,800.50
999999999	10084	BOND	LSIP08	77,735,366.12	78,542,159.33	78,527,893.34		0.230	0.225	14,509.92	0.00	14,509.92
999999999	10106	BOND	LSIPDS	4,969,450.69	4,922,700.19	4,922,700.19		0.230	0.228	920.85	0.00	920.85
Subtotal				240,337,053.33	241,345,802.66	243,161,980.69			0.309	61,802.87	0.00	61,802.87
Fund: Consolidated Portfolio												
3136FFHM51	10104	GEN	FNMA	5,000,000.00	4,997,690.97	4,997,744.79	07/06/2011	1.000	1.040	4,166.67	104.17	4,270.84
3136FFHTG0	10089	GEN	FNMA	10,000,000.00	9,997,786.11	9,997,829.17	11/18/2011	1.250	1.278	10,416.67	83.33	10,500.00
3136FFHLS	10096	GEN	FNMA	5,000,000.00	4,984,376.48	4,984,629.79	04/27/2012	1.000	1.137	4,166.67	490.28	4,656.95
3128X7JK1	10073	GEN	FHLMC	1,000,000.00	1,000,000.00	1,000,000.00	04/14/2011	3.250	3.295	2,708.33	0.00	2,708.33
3133XTWN2	10101	GEN	FHLB	5,000,000.00	5,000,000.00	5,000,000.00	06/22/2011	1.200	1.217	5,000.00	0.00	5,000.00
3133XTSZ0	10100	GEN	FHLB	10,000,000.00	10,000,000.00	10,000,000.00	06/10/2011	1.000	1.014	8,333.34	0.00	8,333.34
3133XTUN4	10102	GEN	FHLB	5,000,000.00	5,000,000.00	5,000,000.00	09/30/2011	1.000	1.014	4,166.67	0.00	4,166.67
3133XUGR8	10107	GEN	FHLB	5,000,000.00	5,000,000.00	5,000,000.00	02/03/2012	1.000	1.014	4,166.67	0.00	4,166.67
3133XUKP7	10110	GEN	FHLB	5,000,000.00	5,000,000.00	5,000,000.00	08/24/2011	1.200	1.217	5,000.00	0.00	5,000.00
3133XUJF3	10093	GEN	FHLB	5,000,000.00	4,982,799.81	4,983,113.09	01/12/2012	1.375	1.547	5,729.17	606.35	6,335.52
999999991	10032	GEN	TXPOOL	14,935,946.76	10,084,922.80	10,246,623.60		0.282	0.339	2,851.50	0.00	2,851.50
999999997	10037	GEN	MOODY	143,470.20	0.00	141,640.75		2.560	4.223	491.62	0.00	491.62
999999996	10038	GEN	TXCIT	99,253.20	99,228.73	99,229.55		0.300	0.300	24.47	0.00	24.47
8008179	10097	GEN	TXCIT	7,705,362.67	7,690,950.04	7,691,430.46	03/26/2010	2.280	2.280	14,412.63	0.00	14,412.63
1006807603	10098	GEN	TXCIT	5,151,080.21	5,151,080.21	5,151,080.21	04/01/2010	1.898	1.898	8,037.31	0.00	8,037.31
1390012195	10036	GEN	BAS	4,400.96	62,591.49	34,130.35		0.011	0.034	0.95	0.00	0.95
707759320	10035	GEN	MM	8,003,702.22	13,505,057.66	13,638,514.30		0.450	0.330	3,702.22	0.00	3,702.22

Portfolio SJCC
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IE (PRF_IE) 7.1.1
Report Ver. 7.1.4

San Jacinto Community College
Interest Earnings
September 1, 2009 - September 30, 2009

CUSIP	Investment #	Fund	Issuer	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Annualized Rate	Yield	Adjusted Interest Earnings			
										Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings	
Fund: Consolidated Portfolio													
707759304	10063	GEN	FED	-101,152.15	0.00	-5,643.59		0.150	-19.502		90.46	0.00	90.46
999999993	10034	GEN	LSJP	800,078.45	1,994,923.93	2,009,884.33		0.230	0.195		322.39	0.00	322.39
			Subtotal	92,742,142.52	94,551,408.13	94,970,206.79			1.090		83,787.74	1,284.13	85,071.87
			Total	333,078,185.85	335,897,210.78	338,132,107.49			0.528		145,990.61	1,284.13	146,874.74



Patterson & Associates
301 Congress Ave
Suite 570
Austin, TX, 78701

**San Jacinto Community College
Amortization Schedule
September 1, 2009 - September 30, 2009
Sorted By Fund - Fund**

Investment #	Fund	Maturity Date	Beginning Par Value	Purchase Principal	Original Premium or Discount	Ending Book Value	Amounts Amortized And Unamortized As of 09/01/2009	Amount Amortized This Period	Amt Amortized Through 09/30/2009	Amount Unamortized Through 09/30/2009
10093	GEN	01/12/2012	5,000,000.00	4,979,000.00	-21,000.00	4,983,406.16	3,799.81	606.35	4,406.16	-16,593.84
	Federal Home Loan Bank	01/12/2012	1,375				-17,200.19			
10096	GEN	04/27/2012	5,000,000.00	4,982,350.00	-17,650.00	4,984,866.76	2,026.48	490.28	2,516.76	-15,133.24
	Federal National Mig Assn	04/27/2012	1,000				-15,623.52			
10099	GEN	11/18/2011	10,000,000.00	9,997,500.00	-2,500.00	9,997,869.44	285.11	83.33	369.44	-2,130.56
	Federal National Mig Assn	11/18/2011	1,250				-2,213.89			
10104	GEN	07/06/2011	5,000,000.00	4,997,500.00	-2,500.00	4,997,795.14	190.97	104.17	295.14	-2,204.86
	Federal National Mig Assn	07/06/2011	1,000				-2,309.03			
		Subtotal		24,956,350.00	-43,650.00	24,963,937.50	6,303.37	1,284.13	7,587.50	-36,062.50
		Total		24,956,350.00	-43,650.00	24,963,937.50	6,303.37	1,284.13	7,587.50	-36,062.50

Consolidated Portfolio



PATTERSON & ASSOCIATES

San Jacinto Community College Projected Cashflow Report Sorted by Fund

Patterson & Associates
301 Congress Ave
Suite 570
Austin, TX, 78701

For the Period October 1, 2009 - April 30, 2010

Projected Trans. Date	Investment #	Fund	Secure ID	Transaction Type	Issuer	Par Value	Original Cost	Principal	Interest	Total
Bond Funds										
02/11/2010	10108	BOND	3133XUJ38	Interest	Federal Home Loan Bank	10,000,000.00	10,000,000.00	0.00	50,000.00	50,000.00
02/24/2010	10109	BOND	3133XUKP7	Interest	Federal Home Loan Bank	10,000,000.00	10,000,000.00	0.00	60,000.00	60,000.00
03/08/2010	10112	BOND	3133XUNH2	Interest	Federal Home Loan Bank	5,000,000.00	5,000,000.00	0.00	25,000.00	25,000.00
03/28/2010	10111	BOND	3133XUZA4	Interest	Federal Home Loan Bank	5,000,000.00	5,000,000.00	0.00	25,000.00	25,000.00
					Total for Bond Funds	30,000,000.00	30,000,000.00	0.00	160,000.00	160,000.00
Consolidated Portfolio										
10/14/2009	10073	GEN	3128X7JK1	Interest	Federal Home Loan Mfg Corp	1,000,000.00	1,000,000.00	0.00	16,250.00	16,250.00
10/27/2009	10096	GEN	3136FHNL5	Interest	Federal National Mfg Assn	5,000,000.00	4,982,350.00	0.00	25,000.00	25,000.00
11/18/2009	10099	GEN	3136FHTG0	Interest	Federal National Mfg Assn	10,000,000.00	9,997,500.00	0.00	62,500.00	62,500.00
12/11/2009	10100	GEN	3133XTSZ0	Interest	Federal Home Loan Bank	10,000,000.00	10,000,000.00	0.00	50,000.00	50,000.00
12/22/2009	10101	GEN	3133XTWN2	Interest	Federal Home Loan Bank	5,000,000.00	5,000,000.00	0.00	30,000.00	30,000.00
12/30/2009	10102	GEN	3133XTLUN4	Interest	Federal Home Loan Bank	5,000,000.00	5,000,000.00	0.00	25,000.00	25,000.00
01/06/2010	10104	GEN	3136FHMS1	Interest	Federal National Mfg Assn	5,000,000.00	4,997,500.00	0.00	25,000.00	25,000.00
01/12/2010	10093	GEN	3133XSUF3	Interest	Federal Home Loan Bank	5,000,000.00	4,979,000.00	0.00	34,375.00	34,375.00
02/03/2010	10107	GEN	3133XUGR8	Interest	Federal Home Loan Bank	5,000,000.00	5,000,000.00	0.00	25,000.00	25,000.00
02/24/2010	10110	GEN	3133XUKP7	Interest	Federal Home Loan Bank	5,000,000.00	5,000,000.00	0.00	30,000.00	30,000.00
04/01/2010	10098	GEN	1006807603	Maturity	TCB - Money Market	5,151,080.21	5,151,080.21	5,151,080.21	97,519.42	5,248,599.63
04/14/2010	10073	GEN	3128X7JK1	Interest	Federal Home Loan Mfg Corp	1,000,000.00	1,000,000.00	0.00	16,250.00	16,250.00
04/27/2010	10096	GEN	3136FHNL5	Interest	Federal National Mfg Assn	5,000,000.00	4,982,350.00	0.00	25,000.00	25,000.00
					Total for Consolidated Portfolio	67,151,080.21	67,089,780.21	5,151,080.21	461,894.42	6,612,974.63
					GRAND TOTALS:	97,151,080.21	97,089,780.21	5,151,080.21	621,894.42	5,772,974.63

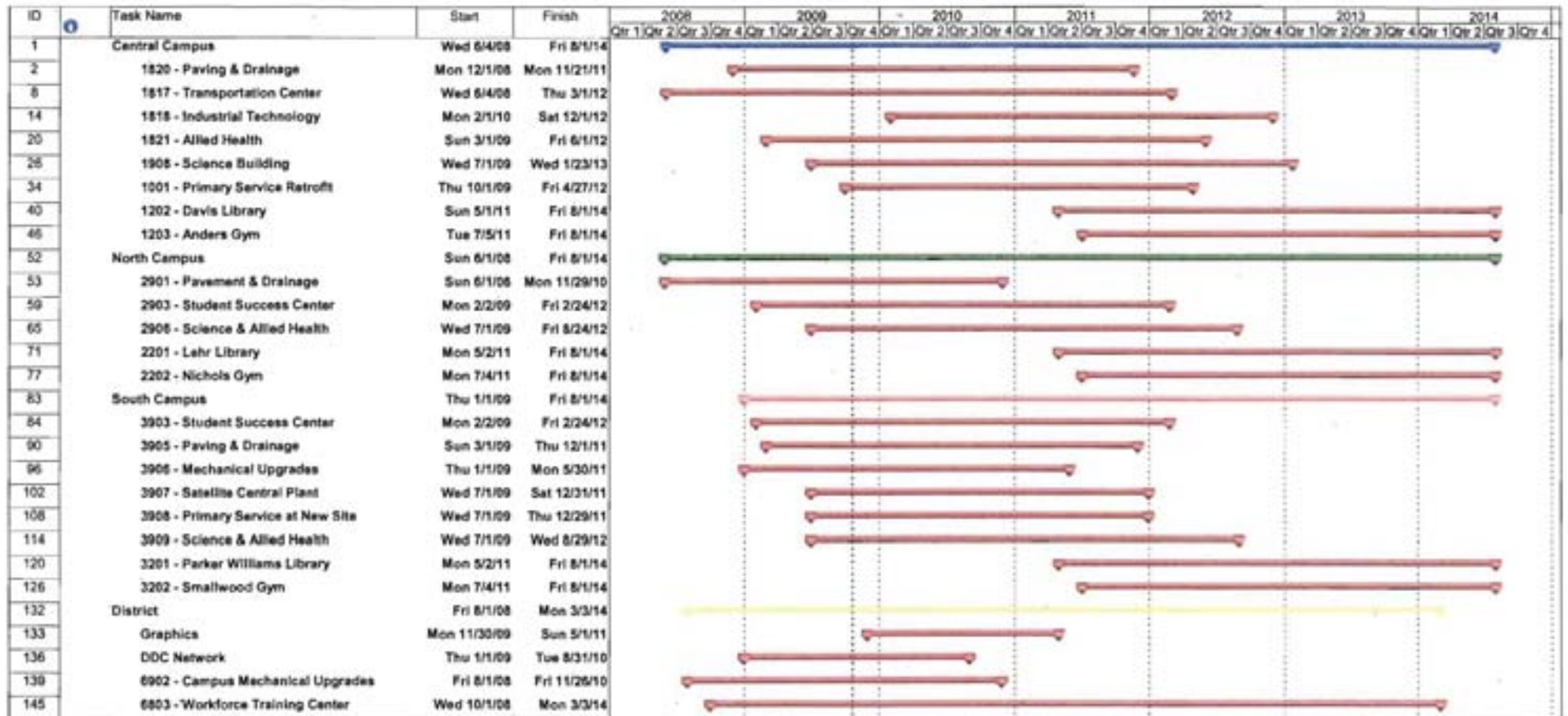
Portfolio SJCC
AP
PC (PRF_PC) 7.1.1
Report Ver. 7.1.4

2008 Capital Improvement Program

As of September 30, 2009

Project	Base Budget	Budget Adjustments	Current Budget	Executed Change Orders	Encumbered Funds	YTD Expenditures	Remaining Balance	Percent of Budget Encumbered/Expensed
Central								
1817 - Transportation Center	17,333,287	3,071,453	20,404,720	-	1,475,319	386,331	18,543,070	9.12%
1818 - Industrial Tech Buildings	7,758,416	258,255	8,016,671	-	367,272	21,789	7,627,610	4.85%
1820 - Paving & Drainage	10,490,774	1,654,068	12,144,842	-	732,351	657,383	10,854,548	10.62%
1821 - Allied Health Addition	10,568,880	(187,346)	10,381,534	-	-	89,017	10,292,517	0.86%
1908 - Science Building	38,752,827	(729,301)	38,023,526	-	-	71,338	34,951,988	0.20%
1001 - Primary Service Retrofit	2,774,950	(34,414)	2,740,536	-	-	-	2,740,536	0.00%
1202 - Davis Library	8,418,096	(138,016)	8,280,080	-	-	-	8,280,080	0.00%
1203 - Anders Gym	10,798,474	(539,870)	10,258,604	-	-	-	9,658,604	0.00%
Sub-total	103,494,905	3,364,769	106,859,674	-	2,574,042	1,125,858	103,148,954	3.60%
North								
2901 - Pavement & Drainage	3,142,449	(400,690)	2,741,759	-	4,535,483	1,442,798	(3,266,522)	220.46%
2903 - Student Success Center	11,093,580	(198,821)	10,894,759	-	154,508	82,078	10,658,323	2.17%
2906 - Science & Allied Health	42,240,000	(872,000)	41,368,000	-	4,035,200	129,374	37,403,426	10.02%
2201 - Lehr Library	2,022,600	(27,930)	1,994,670	-	-	-	1,994,670	0.00%
2202 - Nichols Gym	4,949,996	275,400	5,225,396	-	-	-	5,225,396	0.00%
Sub-total	63,448,625	(1,053,841)	62,394,784	-	8,725,191	1,654,250	57,015,343	98.64%
South								
3903 - Student Success Center	8,220,000	(128,000)	8,094,000	-	-	79,681	8,014,319	0.98%
3905 - Paving & Drainage	2,747,068	186,682	2,933,750	-	-	-	2,933,750	0.00%
3906 - Mechanical Upgrades	1,252,855	(15,537)	1,237,318	-	-	-	1,237,318	0.00%
3907 - Satellite Central Plant	4,381,500	(54,337)	4,327,163	-	-	-	4,327,163	0.00%
3908 - Primary Service at New Site	809,825	(10,041)	799,784	-	-	-	799,784	0.00%
3909 - Science & Allied Health	53,868,525	(2,130,608)	51,737,917	-	2,413,166	116,778	49,207,923	4.89%
3911 - Temporary Parking Lot	-	-	-	-	-	187,221	(187,221)	0.00%
3201 - Parker Williams Library	2,449,600	(35,280)	2,414,320	-	-	-	2,414,320	0.00%
3202 - Smallwood Gym	6,919,331	(111,115)	6,808,216	-	-	-	6,808,216	0.00%
Sub-total	80,648,504	(2,298,236)	78,350,268	-	2,413,166	363,680	75,575,422	3.54%
Pre-Construction Studies								
Graphics	900,000	183,825	1,083,825	-	-	-	1,083,825	0.00%
DOC Network	2,190,750	(27,169)	2,163,581	-	165,243	138,531	1,859,807	14.04%
6902 - Campus Mechanical Upgrades	1,869,857	30,900	1,900,757	-	2,291,430	190,661	(581,334)	130.58%
6803 - Workforce Training Center	18,000,000	-	18,000,000	-	-	9,809	17,990,191	0.05%
Assessment Work	24,447,280	(4,517,577)	19,929,703	-	-	-	19,929,703	0.00%
Sub-total	47,407,887	(4,692)	47,403,195	-	2,511,021	816,562	44,075,822	7.02%
TOTALS	\$ 295,960,090	\$ -	\$ 295,960,000	\$ -	\$ 18,224,320	\$ 3,960,340	\$ 274,815,340	6.84%

Fiscal Year 2008 CIP Expenditure \$ 136,403
 Fiscal Year 2009 CIP Expenditure 3,395,555
 Fiscal Year 2010 CIP Expenditure 428,382
 Total CIP Expenditure \$ 3,960,340



Project: Master Schedule 101209
Date: Mon 10/19/09

Task		Progress		Summary		External Tasks		Deadline	
Split		Milestone		Project Summary		External Milestone			

San Jacinto College Foundation
Statement of Financial Position
As of September 30, 2009

ASSETS

Current Assets

Checking/Savings

General Fund \$ 1,515,541

Other Funds -

Total Checking/Savings 1,515,541

Accounts Receivable

Scholarship Receivables 2,415

Special Events Receivables 13,595

Allowance (3,428)

Discounts (199)

Total Accounts Receivable 12,383

Other Current Assets

CGM Funds 682,373

Franklin Templeton Investments 1,765,818

ING Funds 323,559

Paydenfunds 1,564,226

Total Other Current Assets 4,335,976

Total Current Assets 5,863,900

TOTAL ASSETS \$ 5,863,900

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

Event Payable \$ 1,950

Grants Payable 6,410

Programs Payable 10,592

Scholarships Payable 775,294

Total Accounts Payable 794,246

Total Current Liabilities 794,246

Total Liabilities 794,246

Equity

Net Assets 4,873,204

Net Income 196,450

Total Equity 5,069,654

TOTAL LIABILITIES & EQUITY \$ 5,863,900

San Jacinto College Foundation
Statement of Activities
For the Period July 1 to September 30

	<u>2009</u>	<u>2008</u>	<u>\$ Change</u>
Ordinary Income/Expense			
Income			
Contributions	\$ 487,250	\$ 577,151	\$ (89,901)
Total Income	<u>487,250</u>	<u>577,151</u>	<u>(89,901)</u>
Expense			
Grants Awarded	22,553	152	22,401
Innovative Initiatives	37,801	265	37,536
Programs Sponsored	42,277	39,607	2,670
Scholarships Awarded	485,906	545,052	(59,146)
Total Expense	<u>588,537</u>	<u>585,076</u>	<u>3,461</u>
Net Ordinary Income	(101,287)	(7,925)	(93,362)
Other Income/Expense			
Other Income			
Fundraising Events	42,136	3,913	38,223
Investment Income	258,998	(317,875)	576,873
Total Other Income	<u>301,134</u>	<u>(313,962)</u>	<u>615,096</u>
Other Expense			
Bad Debt	-	832	(832)
Foundation Expenses	3,197	10,034	(6,837)
Sponsorship Expenses	200	-	200
Suspense	-	-	-
Total Other Expense	<u>3,397</u>	<u>10,866</u>	<u>(7,469)</u>
Net Other Income	<u>297,737</u>	<u>(324,828)</u>	<u>622,565</u>
Net Income	<u>\$ 196,450</u>	<u>\$ (332,753)</u>	<u>\$ 529,203</u>



September 1, 2009 - September 30, 2009

Contributions Over \$1000

Donor	Amount	Fund
ACT Horatio National/State	\$1,000	Scholarships In/Out
Antioch Educational Services	\$1,000	Scholarships In/Out
Choctaw Nation of Oklahoma	\$1,000	Scholarships In/Out
Eagle Touchdown Club-Pasadena High	\$1,500	Scholarships In/Out
Hawthorne Baptist Church	\$1,000	Scholarships In/Out
Home Office, A Division of the Hearst Corp.	\$1,000	Scholarships In/Out
Houston ISD	\$2,000	Scholarships In/Out
Houston ISD Council of PTA's	\$1,000	Scholarships In/Out
Houston Livestock Show & Rodeo	\$3,750	Scholarships In/Out
Knights of Columbus Ladies Auxiliary #9310	\$1,000	Scholarships In/Out
Knights of Peter Claver Inc.	\$1,000	Scholarships In/Out
LaPorte ISD	\$1,500	Scholarships In/Out
McGraw-Hill Companies	\$2,264	Biology Dept. Royalties-South Campus
Medical Center of Southeast Texas Hospital	\$1,000	Scholarships In/Out
Moody Foundation	\$2,500	Scholarships In/Out
GC Morris/Pual Rupp Memorial Edu. Trust	\$3,000	Scholarships In/Out
Maureen Murphy	\$1,000	President's Scholarship South Campus
Neighborhood Centers, Inc.	\$1,000	Scholarships In/Out
Pearland ISD	\$1,000	Scholarships In/Out
Petal Pushers Garden Club	\$1,000	Scholarships In/Out
Project Grad Houston	\$1,000	Scholarships In/Out
Spartanburg County Foundation	\$1,000	Scholarships In/Out
Texas Longhorn Breeders Gulf Coast Assn.	\$1,685	Scholarships In/Out
Texas State Conference, KPC	\$1,000	Scholarships In/Out
Third District Virginia VFW Bingo Account	\$1,500	Scholarships In/Out
Wells Fargo & Company	\$2,000	Scholarships In/Out
Westlake Family Institute	\$50,000	Scholarships In/Out
YMCA of Greater Houston	\$1,000	Scholarships In/Out
Dow Houston Plant	\$1,200	2009 Evening of Monopoly
Gringo's Mexican Kitchen No. 2	\$1,000	2009 Gumbo Gala
J E Dunn	\$2,100	2009 Golf Tournament
HMT	\$1,600	2009 Golf Tournament
Employee Contributions		
Various	\$250	2008 Golf Tournament
Various	\$50	2009 Evening of Monopoly
Various	\$1,285	2009 Gumbo Gala
Various	\$275	Bill and Jackie Lindemann Scholarship

ADMINISTRATION RECOMMENDATION/REPORT

The Chancellor recommends that the Board of Trustees approve honoraria in the amount of \$600.00.

BACKGROUND

According to the Board of Trustees Policy Manual, Policy IV-E-14: Policy on Honoraria – the College may pay an honorarium to full-time employees for appropriate scholarly accomplishments, including but not limited to books written and published by a commercial publisher other than San Jacinto College District.

IMPACT OF THIS ACTION

This will continue the College's recognition and support of outstanding faculty achievement and professional development.

Dr. Dawn Eaton, South, Psychology Professor: \$100.00 for authorship of chapter in book titled *Writing from the Heart: Inspiration for the Writer's Heart*

Christina Cardenas, South, Speech Professor: \$250.00 for co-authorship of workbook titled *The Competent Communicator*

Connie Taylor, South, Speech Professor: \$250.00 for co-authorship of workbook titled *The Competent Communicator*

BUDGET INFORMATION

Included in 2009 - 2010 budget.

MONITORING AND REPORTING TIMELINE

N/A

ATTACHMENTS

N/A

RESOURCE PERSONNEL

Steve Trncak

281-998-6348

steve.trncak@sjcd.edu

ADMINISTRATION RECOMMENDATION/REPORT

The Chancellor recommends that the Board of Trustees approve the Reserve Transfer Articulation Agreement between University of Houston System and San Jacinto Community College District.

BACKGROUND

Both are active educational partners in providing educational opportunities for currently enrolled and potential students of both institutions.

IMPACT OF THIS ACTION

To facilitate the transfer of students, enhance the number and quality of learning options at the institutions, and provide a seamless transfer process for students.

BUDGET INFORMATION

N/A

MONITORING AND REPORTING TIMELINE

N/A

ATTACHMENTS

Attachment 1- Articulation Agreement

RESOURCE PERSONNEL

Dr. Laurel V. Williamson 281-998-6182 laurel.williamson@sjcd.edu

Dr. Catherine O'Brien 281-998-6318 catherine.obrien@sjcd.edu

ARTICULATION AGREEMENT

Between San Jacinto College District and the University of Houston

The University of Houston (UH) and the San Jacinto Community College District (SJCD) wish to facilitate the transfer of students, enhance the number and quality of learning options at the institutions, and provide a seamless transfer process for students. UH and SJCD have entered into this Articulation Agreement (hereinafter "Agreement") and hereby agree as follows:

1. UH and SJCD are active educational partners in providing educational opportunities for currently enrolled and potential students of both institutions. Each institution will maintain the integrity of their separate programs and enter into this agreement as equal participants.
2. UH understands SJCD's mission of educating individuals enrolled in its programs, serving the needs of the community within its district boundaries and of awarding two-year associate degrees. The purpose of this Agreement is to permit eligible and interested students to transfer certain course work from UH to SJCD to complete requirements for the associate degree issued by SJCD. This process is called **reverse transfer** or **reverse articulation**.
3. Students enrolled at UH who (i) previously attended SJCD or are currently enrolled at SJCD and (ii) meet San Jacinto College District's resident credit requirement of 24 semester credit hours will be eligible for reverse transfer credit.
4. Separate academic records for students will be maintained at each institution and each institution will be responsible for complying with all applicable laws related to such records, including but not limited to, the Family Educational Rights and Privacy Act.
5. Authorized employees of UH and SJCD will have access to personally identifiable information about the students who receive or who are eligible for reverse transfer credit. UH and SJCD agree that their respective authorized employees will have a legitimate educational interest in the records of the students being served. UH and SJCD shall take reasonable steps to ensure that their respective counselors, employees, and administrators maintain the confidentiality of all student information as required by the Family Educational Rights and Privacy Act. This provision shall survive termination or expiration of this Agreement.
6. For students admitted to and enrolled at UH, UH will review its database and determine (i) whether any of UH's students previously transferred coursework from SJCD, (ii) whether the students have indicated an interest in the reverse articulation program and (iii) whether the students have taken at least 24 hours of coursework that satisfies SJCD's minimum resident credit requirement. UH will transmit official copies of the UH transcripts for these students to SJCD. UH and SJCD agree to exchange transfer student information for the purpose of monitoring and promoting student academic success and degree conferral. The exchange may

occur through paper transcripts or through secure electronic communication. Communication of this student information shall occur each September or at other appropriate intervals agreed upon by the parties.

7. UH shall notify all students who transfer coursework from SJCD to UH of the existence of the purpose of this Agreement between UH and SJCD and of the likelihood that UH will share transcript information with SJCD. This notification to students shall be in writing and shall occur at the time of the student's application to UH.

8. Upon receipt of official UH transcript information, SJCD will conduct a degree audit of each affected student and evaluate all coursework that may assist in the completion of the student's associate degree at SJCD. Students who meet all SJCD degree requirements are eligible to receive a SJCD degree at no additional cost to the student. SJCD will notify each affected student that he or she is eligible to receive an associate's degree and eligible to participate in SJCD's graduation ceremony.

9. UH and SJCD agree to cooperate in communicating with each other and with their common and respective communities concerning the relationship between the two institutions. UH and SJCD agree to acknowledge and recognize the reverse articulation program on each institution's website and via other marketing and publicity methods; any such website/marketing materials must be approved in writing in advance by both parties.

10. UH and SJCD agree to promptly communicate with each other any future curriculum changes, policy changes, or resident credit requirements that will affect this Agreement.

11. Each institution will designate in writing an employee who will serve as the point of contact for administration of this Agreement.

12. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas. Venue for any dispute involving this Agreement shall be in Harris County, Texas.

13. Neither SJCD nor UH waives or relinquishes any immunity or defense on behalf of itself, its trustees, regents, officers, employees, volunteers, or agents as a result of the execution of this Agreement or its performance under this Agreement.

14. This Agreement will become effective upon the execution of signatures by the governing body of each institution, or their designated representative(s) who have been delegated the authority to execute and deliver agreements on behalf of the institution. This reverse transfer program will commence with the first day of UH classes in the Spring semester of 2010 and will conclude on the last day of UH classes of the last Summer session in 2014. Students are eligible to participate if they take UH classes during the Spring semester of 2010 or during any subsequent semester occurring during the term of this Agreement.

15. Amendment, renewal or extension of this Agreement will require the written agreement of both institutions. Either party may terminate this Agreement by giving written notice to the chief administrative officer of the other institution at least 180 days prior to the termination. Upon expiration or termination of this Agreement, no new students will be permitted to participate in the reverse articulation program. Any termination of this Agreement, however, shall not relieve either party from completing obligations in progress prior to the effective date of the expiration or termination. Both institutions agree that students who are currently enrolled on the effective date of the expiration or termination shall be allowed to continue their programs in accordance with the terms and conditions in effect prior to the expiration or termination of the Agreement. SJCD and UH intend and desire a continuing relationship for the purpose of exchanging information contained in the educational records of students who are participating in the program at the time of termination or expiration of this Agreement. The right of either institution to receive educational records terminates once all eligible students have completed their programs or are no longer eligible for the reverse articulation program.

16. This Agreement does not preclude UH or SJCD from entering into similar agreements with other institutions of higher education.

EXECUTED AS FOLLOWS:

Renu Khator or John Antel
President Provost
University of Houston
Date:

Brenda Hellyer
Chancellor
San Jacinto Community College District
Date:

**Action Item “IX”
Regular Board Meeting November 2, 2009
Consideration of Approval of Resolution Authorizing
The Chancellor to Execute A Memorandum of Understanding
With the International Maritime and Energy Center**

ADMINISTRATION RECOMMENDATION/REPORT

The Chancellor recommends that the Board of Trustees approve a resolution authorizing the Chancellor to execute a memorandum of understanding with the International Maritime and Energy Center.

BACKGROUND

The workforce needs of the immense Houston industrial complex have brought together a unique partnership of public and private stakeholders in the region. This innovative partnership has resulted in the incorporation of the International Maritime and Energy Center. IMEC partners include the Port of Houston Authority, East Harris County Manufacturers Association, the Economic Alliance Houston Port Region, and the Houston Pilots Association.

The primary purposes for which IMEC was established is to undertake a search for and to assess the feasibility of acquiring real estate in or around the Houston Ship Channel to be developed for use as an educational site for academic or workforce training integral to the maritime industry ; to perform the due diligence normally undertaken by a prospective purchaser of such real estate; and, if practical, to facilitate the purchase and development of such real estate into a world class maritime educational facility.

IMPACT OF THIS ACTION

Approval of the resolution attached will enable the College to investigate the feasibility, through IMEC, of establishing an educational presence along the Houston Ship Channel.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The College will contribute \$10,000 to the operating funds of IMEC to pursue feasibility studies. Funds will come from the Vice Chancellor of Fiscal Affairs non-departmental budget for 2009-2010.

MONITORING AND REPORTING TIMELINE

N/A

ATTACHMENTS

Attachment A - IMEC Resolution

RESOURCE PERSONNEL

Brenda Hellyer

281.998.6150

brenda.hellyer@sjcd.edu

Ken Lynn

281.998.6306

kenneth.lynn@sjcd.edu

A RESOLUTION AUTHORIZING THE CHANCELLOR TO EXECUTE A MEMORANDUM OF UNDERSTANDING BETWEEN THE SAN JACINTO COMMUNITY COLLEGE DISTRICT AND THE INTERNATIONAL MARITIME AND ENERGY CENTER, a 501(C)(3) CORPORATION; AND DECLARING A FINDING OF PUBLIC PURPOSE

WHEREAS, the Port of Houston Authority (PHA), the East Harris County Manufacturer's Association (EHCMA), the Houston Pilot's Association, and the Economic Alliance Houston Port Region have caused to be incorporated under the laws of the State of Texas the International Maritime and Energy Center (IMEC); and,

WHEREAS, the primary purposes for which IMEC was established is to undertake a search for and to assess the feasibility of acquiring real estate in or around the Houston Ship Channel to be developed for use as an educational site for academic or workforce training integral to the maritime and energy industries ; to perform the due diligence normally undertaken by a prospective purchaser of such real estate; and, if practical, to facilitate the purchase and development of such real estate into a world class maritime educational facility; and

WHEREAS, the San Jacinto Community College District has been established by the State of Texas to provide educational services as are deemed advisable by the local governing board; and

WHEREAS, the Board of Trustees of the San Jacinto Community College District have determined that the proposed educational activities to be undertaken at the Houston Ship Channel location are in alignment with the educational mission and purpose of the San Jacinto College District; and

WHEREAS, the Board of Trustees of the San Jacinto Community College District have previously directed the Chancellor to ensure that proper controls are established to ensure that its' public purpose is served; and

WHEREAS, the Board of Trustees have determined that the College will receive a return benefit from participation in IMEC; now

THEREFORE, be it resolved by the Board of Trustees of the San Jacinto Community College District that the Chancellor is authorized to execute a Memorandum of Understanding between the College and IMEC and to undertake such other tasks as are necessary to accomplish the public purposes as established in this resolution; and

THEREFORE, be it resolved that the Vice Chancellor of Fiscal Affairs is authorized to cause to be disbursed to IMEC the sum of \$10,000 as the College contribution to the operating capital of IMEC in furtherance of the public purpose expressed herein.

Passed by the Board of Trustees at its regular meeting on November 2, 2009.

Chair, Board of Trustees
San Jacinto Community College District

Secretary, Board of Trustees
San Jacinto Community College District

Action Item "X"
Regular Board Meeting November 2, 2009
Consideration of Approval to Authorize Chancellor or Designee To Execute
Lease For Training Space for the Continuing & Professional Development Division

ADMINISTRATION RECOMMENDATION/REPORT

The Chancellor recommends that the Board of Trustees authorize the Chancellor or designee to execute a lease agreement for a building at 3234 E. Pasadena Freeway in Pasadena from Clayton Interests, L.P. for a period of sixty (60) consecutive calendar months commencing on November 3, 2009 and ending on November 2, 2014.

BACKGROUND

The College will conduct technical training classes for workers of companies and individuals in San Jacinto College's service area at this facility. The building is located along 225 and near the intersection of Beltway 8 and Highway 225. The leased space consists of 9,900 rentable square feet which includes 2,850 sq. ft. of office space, 7,000 sf. ft. of classroom and Instructional space for technical training.

IMPACT OF THIS ACTION

By renting this building, the College will be able to expand its technical training programs related to the Maritime and petrochemical industries. Specific programs such as deck training, machining, industrial automation, crafts training and other fast-track academy training classes will be offered at this location.

The Chancellor designates the Vice Chancellor of Fiscal Affairs as the administrator authorized to execute the lease.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The base monthly lease payment is \$7,800.00 per month and is budgeted in the Continuing & Professional Development Division.

MONITORING AND REPORTING TIMELINE

N/A

ATTACHMENTS

N/A

RESOURCE PERSONNEL

Laurel Williamson	281.998.6182	laurel.williamson@sjcd.edu
Sallie Kay Janes	281-459-7623	sarah.janes@sjcd.edu
Susan Muha	281.998.2684	susan.muha@sjcd.edu

Action Item "XI"
Regular Board Meeting November 2, 2009
Consideration of Approval of Amendment to the 2009-2010 Budget for
Restricted Revenue and Expenses Relating to Federal and State Grants

ADMINISTRATION RECOMMENDATION/REPORT

The Chancellor recommends that the Board of Trustees approve an amendment to the 2009-2010 budget for restricted revenue and expenses relating to federal and state grants.

BACKGROUND

Federal, State, and Local grant activity is ongoing as amendments to currently active grants are processed and new grants are awarded. In order to fund the instructional objectives of the grants, grant operating budgets must be established in a timely manner. This request for a budget amendment reflects the additions to restricted revenues and restricted expenses as a result of amendments and new awards received during the month of October, 2009.

IMPACT OF THIS ACTION

Approval of the budget amendment will allow the District staff to make fully operational the additionally funded award amounts.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

Restricted revenues and restricted expenses will each be increased by \$138,930, so the net impact on the District budget is zero. Existing staff and any additional staff provided for in the amendment are fully paid from grant funds.

MONITORING AND REPORTING TIMELINE

The Office of Grants Management provides continuous monitoring of grant operations which are included in the annual financial report to the Board.

ATTACHMENTS

Attachment 1- Budget Amendments 11-02-09
Attachment 2- Grant Detail 11-02-09

RESOURCE PERSONNEL

Ken Lynn	281.998.6306	kenneth.lynn@sjcd.edu
Kelly Chapman Simons	281.998.6123	kelly.simons@sjcd.edu

SAN JACINTO COLLEGE DISTRICT
Federal, State, and Local Grant Amendments
November 2, 2009

	Fund	Org.	Account	Prog.	Amount (Decrease) Increase
<u>DOL/TWC Gulf Coast Petrochemical and Refining Industry Network (GC-PIN) (Additional Funds)</u>					
Federal Grant Revenue					(5,280)
PT - Institutional					342
Contractual - Instructor Outside Provider					1,785
Contractual - Instructor Professional Development					3,153
					\$ -
<u>HHS/TEA/UTHS Texas School Ready Program (New Grant)</u>					
Federal Grant Revenue	539301	56700	554100	110000	(73,650)
Non instructor Labor Staff	539301	56700	612000	460920	48,873
Benefits	539301	56700	650000	460920	13,685
Stipend _ Telephone	539301	56700	614340	460920	660
Non-Conf travel - Milage/tolls/ fuel	539301	56700	721110	460920	5,432
Lease - Facilities	539301	56700	731730	460920	3,000
Equipment - Furniture	539301	56700	741110	460920	1,000
Computer Suppies - Consumable	539301	56700	711310	460920	500
Operating Supplies - Consumable	539301	56700	711410	460920	500
					-
<u>THECB - P-16 Calling Program (New Grant)</u>					
State Grant Revenue	555001	56700	554200	110000	(60,000)
Part-time Inst	555001	56700	614100	460913	51,825
Insurance - Medicare Tax	555001	56700	651500	460913	673
TRS - State	555001	56700	652210	460913	752
Operating Supplies - Consumable	555001	56700	711410	460913	600
Student Travel - Mileage/Tolls/Fuel	555001	56700	721355	460913	150
Contractual Svs - Catering/Meals	555001	56700	731270	460913	6,000
					-
Net Increase (Decrease)					\$ -

Nov 2 Board Book – Grant Amendments Detail List

DOL/TWC Gulf Coast Petrochemical and Refining Industry Network (GC-PIN) (Additional Funds)

Funding for this project is provided by a workforce cluster grant obtained from the Texas Workforce Commission. San Jacinto College collaborates with the recipient, Lee College and Gulf Coast Petrochemical and Refining Industry Network to better ensure alignment with state and local workforce development strategies. This includes collaboration during the design phase of the training. This project is being aided by resources provided by the Bay Area Houston Economic Partnership (BAHEP), Economic Alliance Houston Port Region (Economic Alliance), the Texas Workforce Commission (TWC), the Gulf Coast Workforce Board (WorkSource), and the Gulf Coast Petrochemical and Refining Industry Network (GCPIN).

HHS/UTHS Texas School Ready Program (New Grant)

The purpose of the grant is to implement a cohesive service model to dramatically improve early literacy, language, math and social development for preschool eligible children; to provide high quality early childhood education programs that coordinate Pre-kindergarten resources among public school districts, Head Start programs, and childcare providers; and to assist preschool children in achieving school readiness and successful transition into Kindergarten. The Children's Learning Institute (CLI) at the University of Texas Health Science Center, Houston, is the technical assistance provider for these grants and will assist SJCD with the implementation of program components, as required.

THECB P-16 Calling Program (New Grant)

The P-16 program was created to build a college-going and career-ready culture in Texas. The Southeast Texas P-16 Council is working on a program to help counselors to have better local and regional resources when they implement the new Achieve Texas Program. Achieve Texas calls on schools to make education and career plans for each student known as a Texas Achievement Plan (TAP). This part of the P-16 program is to fund student leaders to make a series of follow up phone calls to new students throughout their critical first year.

Action Item “XII”
Regular Board Meeting November 2, 2009
Consideration of Approval of Resolution Authorizing
Application for American Recovery and Reinvestment Act Funds

ADMINISTRATION RECOMMENDATION/REPORT

The Chancellor recommends that the Board of Trustees approve a resolution authorizing an application for American Recovery and Reinvestment Act (ARRA) funds.

BACKGROUND

During the 81st Texas Legislature Session, ARRA funds were substituted for a portion of state funds in the formula allocation money allocated to IHE’s via the legislative process. For community colleges \$15 million of ARRA funds were substituted for state funds. In other words SJC’s total formula funding for the 2009-2010 fiscal year was 98% state funds and 2% ARRA funds.

Total formula funding 2009-2010	\$38,883,496
State funds	38,243,643 (98%)
ARRA funds	639,853 (2%)

Because the ARRA funds are federal grant dollars, each state agency receiving ARRA funds was required to submit to the THECB (as fiscal agent for the State), the LBB and the Governor’s office a “spending plan” for the ARRA money. In addition, each agency receiving ARRA funds is required to submit an approved application to receive the stimulus funding.

Since the ARRA funds are not “additional” money the THECB advised all IHE’s to develop plans that coincide with the normal state spending requirements. ARRA grant funds will be delivered to state agencies on a cost reimbursement basis pursuant to monthly expenditure reports.

IMPACT OF THIS ACTION

Approval of the resolution attached is required to be included in the application for ARRA grant funds.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

ARRA funds of \$639,853 are part of the legislatively appropriated funds to support Texas community colleges for the 2009-2010 biennium.

MONITORING AND REPORTING TIMELINE

Monthly expenditure reports are required and the grant is subject to audit by independent auditors as part of their annual review of College records.

ATTACHMENTS

Attachment 1 – ARRA Application Resolution

RESOURCE PERSONNEL

Ken Lynn

281.998.6306

kenneth.lynn@sjcd.edu

**A RESOLUTION APPROVING AN APPLICATION
FOR FUNDING THROUGH THE
HIGHER EDUCATION COORDINATING BOARD
FOR AMERICAN RECOVERY AND REINVESTMENT ACT FUNDS**

BE IT RESOLVED by the Board of Trustees of San Jacinto College District, as follows:

SECTION 1.

The Board of Trustees has reviewed the application and supporting documents and hereby approves the application for American Recovery and Reinvestment Act (ARRA) funds to be used as follows:

San Jacinto College's ARRA funding will be used to begin an upgrade of the College's network core and edge switches. The upgrade will allow for expansion of the delivery infrastructure supporting hybrid and distance learning instruction, wireless access to online learning resources such as BlackBoard (an instructional delivery and content management system), hosted instructional software and streamed multi-media content. The upgraded edge switches will also support Power over Ethernet which is required to power Voice over Internet Protocol (VoIP) handsets. The VoIP system will also support hybrid / distance learning by providing a technology platform for remote collaboration and virtual classrooms.

SECTION 2.

The Board of Trustees has reviewed the application and supporting documents and hereby agrees to comply with all Certifications and Assurances executed in connection with the application and, if funded, the award.

SECTION 3.

The Vice Chancellor of Fiscal Affairs is hereby authorized and directed to act on the Board's behalf in all matters pertaining to this application, and if approved, the contract.

PASSED AND ADOPTED at a regular meeting of the Board of Trustees of the San Jacinto College District held on November 2, 2009 by the following vote:

AYES: _____ NAYS: _____ ABSENT: _____

_____ Marie Flickinger, Chair Board of Trustees San Jacinto College District	ATTEST:	_____ Ben Meador, Secretary Board of Trustees San Jacinto College District
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American Recovery and
Reinvestment Act
Application
Program Year 2009



Texas Higher Education Coordinating Board
1200 East Anderson Lane
Austin, Texas 78752

TO: Texas Public Community/Junior Colleges, Institutions of Higher Education
and State Agencies (Applicants)

FROM: Texas Higher Education Coordinating Board

SUBJECT: Application for the American Recovery and Reinvestment Act – Program Year
2009

Thank you for your interest in the American Recovery and Reinvestment Act (ARRA). ARRA was created to improve the U. S. economy to preserve and create jobs and promote economic recovery, assist those most impacted by the recession, provide investment needed to increase economic efficiency by spurring technological advances in science and health, invest in transportation, environmental protection, and other infrastructure that will provide long-term economic benefits, and stabilize State and local government budgets, in order to minimize and avoid reductions in essential services and counterproductive state and local tax increases.

These funds are a part of the federal American Recovery and Reinvestment Act, Public Law 111-5. In Texas these funds were awarded to the Governor, who in turn, allocated the funds to State Agencies and other eligible recipients. ARRA funds for the State Fiscal Stabilization Fund-Government Services will be administered by The Texas Higher Education Coordinating Board (THECB). For 2009, THECB is expecting approximately \$723 Million for Texas Public Community/Junior Colleges, Institutions of Higher Education and State Agencies (applicants). The due date for The Texas Higher Education Coordinating Board ARRA funds will be October 30, 2009.

This document provides the procedures and forms for the Application. Also, forms may be obtained on THECB's website at <http://www.thecb.state.tx.us>. Please refer to the 2009 ARRA Guidelines for comprehensive information pertaining to the ARRA funds. If submitting the application by mail, please send it to the physical address below; if by electronic copy please remit to the e-mail address below. Mailed applications must be postmarked on or before October 30, 2009. Electronic submissions must be received on or before October 30, 2009. Any requests for additional information should be addressed to:

ARRAOffice@thecb.state.tx.us or

Mark Zafereo, Interim ARRA Coordinator
P. O. Box 12788
Austin, Texas 78711-2788
512/427-6162

TDD/ITT 1-800-735-2988. The Texas Higher Education Coordinating Board is an equal opportunity employer/program. Auxiliary aids and services will be made available upon request to individuals with disabilities.

Application/Review Checklist For American Recovery and Reinvestment Act Programs

The following items **must** be included in the application in the order in which they are listed. Only one application is required from an applicant that is receiving funds for more than one project. Include Sources and Uses of Funds Forms, Budget Justifications and a Narrative for each separate project. **All documentation must be placed in the appropriate section. Failure to comply may result in an unnecessary delay of evaluation of the application.**

If the application is found to be substantially incomplete it will delay the application approval.

For Department Use Only	American Recovery and Reinvestment Act Application (All pages referenced are in the Application unless otherwise noted)	Applicant Use
Complete Incomplete	Application Contents	Initial if complete NA if not applicable
Presentation of Application (*hard copy only)		
	1. Originals only*	NA
	2. Application presented in a three-ring binder with divider tabs*	NA
	3. The following documentation must be placed in the immediate front of the binder.*	NA
	a. Application/Review checklist executed by the applicant (required for both hard copy and electronic copy)	NA
Section A - Project Summaries		
	1. <i>Application Information Form</i> – see page 5	KL
	2. <i>Project Information</i> – see page 8	KL
Section B - Employment Form		
	1. Employment Form – see page 9	KL
Section C - Sources and Uses of Funds Form and Budget Justifications		
	1. <i>Sources and Uses of Funds Form</i> – see page 11	KL
	2. Instructions for the Budget Justifications -see page 11	KL
a. Capital Outlay		
	1. Type and description (see Guidelines)	KL
	2. Itemized price/value listing for new purchases (See Guidelines)	KL
b. Working Capital		
	1. Description (see Guidelines.)	NA
c. Engineering/Architectural Services		
	1. Description of services and related costs (See Guidelines)	NA
	2. Name of individual/firm who prepared the justification, date of preparation and engineer's seal. (See Guidelines)	NA

For Department Use Only Complete Incomplete	American Recovery and Reinvestment Act Application (All pages referenced are in the Application unless otherwise noted) Application Contents	Applicant Use Initial if complete NA if not applicable
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d. Building Construction/Rehabilitation

	1. Size of building and specifications (See Guidelines)	NA
	2. Itemized material/construction activity costs (See Guidelines)	NA
	3. Description of construction/rehabilitation activities (see Guidelines)	NA
	4. Labor costs must include Davis-Bacon wage (if ARRA funded) (see Guidelines)	NA
	5. Architectural and/or engineering costs and name of individual/firm (see Guidelines)	NA
	6. Compliance with all State construction requirements (see Guidelines)	NA

Section D - Narrative

	1. Description of Proposed ARRA Project – explain how your proposal/project will be used to meet an eligible use of funds for ARRA, P.L. 111-5. (See page 5 of the <i>Guidelines</i>).	KL
	2. Management of the Institution	KL
	3. Resumes (Must include a resume for the management team including personnel responsible for proposal/project funds).	KL

Section E - Applicant Representations and Forms

	1. Institution/Agency Resolution (see page 13)	KL
	2. Executed Certifications	KL
	a. Certification Regarding Lobbying for ARRA-recipient Agreements, Grants, Loans, and Cooperative Agreements (see page 14)	KL

Section F - Applicant Financials and Budget

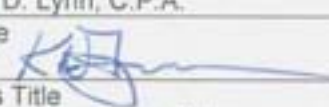
	1. Most recent audited financial statement	NA –On File
	2. Current year fiscal operating budget w/resolution adopting the budget	KL

Section G – Optional

	1. Provide a copy of the expenditure plan for the ARRA funds submitted to the Governor's office September 30, 2009.	KL
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I, as an applicant for the American Recovery and Reinvestment Act of 2009 funds to the Texas Higher Education Coordinating Board, certify that the information, exhibits, and schedules contained herein are true and accurate statements, and represent fairly the financial condition as of the date stated herein:

Applicant

Typed or Printed Name Kenneth D. Lynn, C.P.A.
Signature 
Business Title Vice Chancellor Fiscal Affairs
Date 10/27/09

APPLICATION INFORMATION FORM

TRACKING #

SECTION A				
APPLICANT INFORMATION				
Applicant Name San Jacinto College			11 Digit Texas I.D. # 1-74-6028285-2	
PHYSICAL ADDRESS				
Street Address (No P.O. Box) 4624 Fairmont Parkway, Ste #209				
City Pasadena		State TX	Zip 77504	County Harris
MAILING ADDRESS				
P.O. Box Same as above				
City		State	Zip	County
Short Description of Project: San Jacinto College's ARRA funding will be used to begin an upgrade of the College network core and edge switches. The upgrade will allow for expansion of the delivery infrastructure that supports hybrid / distance learning and wireless access to online learning resources such as BlackBoard .				
SECTION B				
AUTHORIZED SIGNATOR				
First Name Kenneth		M. I. D.	Last Name Lynn, C.P.A.	
Primary Phone (281)998- 6306		Ext.		
Secondary Phone (optional) () -		Fax (optional) () - Ext.		
E-mail address required kenneth.lynn@sjcd.edu				
Would you prefer to be contacted by E-mail? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				
MAILING ADDRESS				
Address Same as above				
City		State	Zip	County

SECTION C	POINT OF CONTACT			
	<input checked="" type="checkbox"/> Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/> _____	First Name Michael	M. I. L.	Last Name Moore
	Title: Director, Grants Accounting		Primary Phone	
	Applicant name San Jac into College		(281)998 -6162 Ext.	
	Secondary Phone (optional) () - Ext.		Fax (optional) () - Ext.	
	E-mail michael.moore@sjcd.edu		Would you prefer to be contacted by E-mail? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
	MAILING ADDRESS			
Address 4620 Fairmont Pkwy, Ste #200				
City Pasadena		State TX	Zip 77504	County Harris
SECTION D	FINANCE DIRECTOR			
	<input checked="" type="checkbox"/> Mr. <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/> _____	First Name William	M. I. E.	Last Name Dickerson
	Title Director, Accounting and Financial Services		Primary Phone	
	Secondary Phone (optional) () - Ext.		Fax (optional) () - Ext.	
	E-mail bill.dickerson@sjcd.edu		Would you prefer to be contacted by E-mail? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
	MAILING ADDRESS			
	Address 4624 Fairmont Pkwy, Ste #103			
City Pasadena		State TX	Zip 77504	County Harris

PROJECT INFORMATION

Fill in the blanks and provide extra sheets where necessary.

1. Is your institution/agency behind on any payments to the federal government?

Yes _____ No X If yes, provide an explanation:

2. Has your institution/agency previously received awards from The Texas Higher Education Coordinating Board?

Yes X No _____

If yes, please list awards received in the past two years from THECB: See Below

3. Are there sufficient other funds (except as requested in this application) to support this project?

Yes X No _____

Grants 2009	State/Fed	Award
Perkins Basic	Fed \$	670,228
Perkins Reserve	Fed \$	10,000
LEAP	Fed \$	21,485
SLEAP	Fed \$	27,636
College G Force Workstudy	State \$	100,000
State Military Tuition Assistance	State \$	2,473
Texas Grant I - Initial	State \$	738,710
Texas Grant I - Renewal	State \$	243,930
TEOG - Initial (Texas Grant II - Initial)	State \$	115,910
TEOG - Renewal (Texas Grant II - Renewal)	State \$	64,010
Professional Nursing	State \$	15,911
Licensed Vocational Nursing Scholarship	State \$	2,067
Texas College Work Study	State \$	68,219
Early High School - HB1479	State \$	201,335
Certified Education Aide Program	State \$	29,401
Health Educational Loan Program	State \$	7,650

College Access Loan	State	\$	80,377
Professional Nursing Shortage Reduction Program FY09	State	\$	184,868
Total Awarded Through THECB FY09		\$	2,584,210

Grant 2008	State/Fed		Award
Perkins Basic	Fed	\$	896,559
Perkins CDEAR	Fed	\$	105,417
TSLAC	Fed	\$	5,000
UHCL Comp Science	Fed	\$	96,802
LEAP	Fed	\$	23,176
SLEAP	Fed	\$	30,820
P-16 College Readiness Special Advisors Program	State	\$	30,000
Stipend for Services of Faculty on Vertical Teams	State	\$	15,000
Fostering Accelerated Student Grant (FAST)	State	\$	75,000
State Military Tuition Assistance	State	\$	5,346
Texas Grant I - Initial	State	\$	544,950
Texas Grant I - Renewal	State	\$	126,290
TEOG - Initial (Texas Grant II - Initial)	State	\$	119,370
TEOG - Renewal (Texas Grant II - Renewal)	State	\$	107,260
Professional Nursing	State	\$	19,512
Licensed Vocational Nursing Scholarship	State	\$	2,215
Be On Time Loan Program	State	\$	1,678
Texas College Work Study	State	\$	68,604
Early High School - HB1479	State	\$	187,736
Certified Education Aide Program	State	\$	27,736
Health Educational Loan Program	State	\$	11,355
College Access Loan	State	\$	187,317
Professional Nursing Shortage Reduction Program	State	\$	20,437
Total Awarded Through THECB FY08		\$	2,707,580

THECB Awards FY 08/09		\$	5,291,790
------------------------------	--	-----------	------------------

Employment Projections Form

Applicant Name : San Jacinto College

INSTITUTION/AGENCY INFORMATION

1. Number of current employees 1153

2. Please describe the **CURRENT** jobs this activity proposes to **retain**

JOB CATEGORY / GROUP (see Appendix A for category definitions)	#Full Time	#Part Time	AVG ANNUAL WAGE
A. Officials and Managers			
B. Professionals			
C. Technicians			
D. Sales			
E. Office and Clerical			
F. Craft Worker (skilled)			
G. Operatives (semi-skilled)			
H. Laborers (unskilled)			
I. Service Workers			
TOTALS:			0

3. Please describe the **NEW** jobs this activity proposes to **create**

JOB CATEGORY / GROUP (see Appendix A for category definitions)	#F/T	#P/T	AVG ANNUAL WAGE
A. Officials and Managers			
B. Professionals			
C. Technicians			
D. Sales			
E. Office and Clerical			
F. Craft Worker (skilled)			
G. Operatives (semi-skilled)			
H. Laborers (unskilled)			
I. Service Workers			
TOTALS:	0	0	0

4. How was the level of new jobs determined? Please explain in detail.

N/A

Full-Time must be 40 hrs. or more per week 2,080 hours annually. All wages must be converted to an annual basis.

SOURCES AND USES OF FUNDS

INSTRUCTIONS

The *Sources and Uses of Funds* form displays the total budget for all proposed activities and provides the total projected expenditures for the ARRA contract period. Review the program requirements for the following items: budget justifications, eligible uses of funds, and ineligible uses of funds.

NOTE: Funds and costs, as outlined on the *Sources and Uses of Funds* form, may **not** be spent or incurred prior to a contract award date from THECB.

All dollar amounts should be rounded to the nearest one hundred dollars (\$100).

Sources and Uses of Funds Form

Applicant Name		San Jacinto College									
Activity	ARRA Funding	State Funding		Institution's Funding		Other Sources Funding		TOTAL			
		Source	\$	Source	\$	Source	\$	Source	\$		
1. Machinery and Equipment	639,853	NA	0	Operating Fund	4,448,870	NA	0		5,088,723		
2. Construction											
3. Working Capital											
4. Sub-Total											
5. TOTAL									5,088,723		

NOTE: All dollar amounts should be rounded to the nearest one hundred dollars (\$100)

The project amounts, both ARRA and all other amounts, specified above will be used as the basis for the project amounts identified in the award and contract. Frequently, there are costs and/or expenses in addition to those detailed above.

Budget Justifications - This information should justify all proposed project costs, including that portion proposed to be paid by the ARRA funds. This information should be included as a part of the application, behind the Sources and Uses of Funds Form for supporting information. Projects must include detailed information of all dollar amounts listed on the Sources and Uses of Funds form. **Note: The detail must show the breakdown for each line item.** Funds must be delineated by source and use. This must include all major parts of the project, such as machinery and equipment, construction, and working capital. Source information must include which entity is paying/providing funding for these activities. Provide the following documentation to substantiate all project costs, as outlined on the Sources and Uses of Funds Form, which will be incurred/expended upon receipt of an ARRA contract award. No changes to activities and/or budget line items listed in the application will be allowed before a contract is executed.

1. If the project includes ARRA or other funds for machinery and equipment provide: **See Below**
 - a. Type and description of equipment;
 - b. Itemized price/value list per piece of equipment.
2. If the project includes ARRA or other funds for construction provide:
 - a. Description of architectural/engineering services and related costs;
 - b. material/construction activity costs; and,
 - c. Labor costs-must include Davis-Bacon wages (if ARRA funds are used for construction).
2. If the project includes funds for working capital, provide:
 - a. Employee salaries (for new and retained employees);
 - b. Operational costs

Budget Justifications:

VoIP and Switch Purchase Summary

Description	Equipment & Software	Labor	Software upgrade & support 3 Yrs	Total	Maintenance			
					1 Yr	3 Yr	4 Yr	
Switches	\$ 2,785,472	\$ 100,000	\$ -	\$ 2,885,472	\$ 112,716	\$ 184,589	\$ -	
VoIP, including E911, IQ, Modular Messaging	\$ 1,015,097	\$ 490,328	\$ 264,684	\$ 1,770,109	\$ 146,372	\$ 275,391	\$ 343,565	
Call Center - Workforce Optimization	\$ 34,836	\$ 105,946	\$ -	\$ 140,782	\$ 10,045	\$ -	\$ -	
Interactive Voice Response (IVR)	\$ 38,041	\$ 11,965	\$ -	\$ 50,006	\$ 8,580	\$ -	\$ -	
Meeting Express	\$ 159,135	\$ 9,316	\$ 73,903	\$ 242,354	\$ -	\$ 89,032	\$ 119,702	
Total	\$ 4,032,581	\$ 717,555	\$ 338,587	\$ 5,088,723	\$ 277,713	\$ 549,012	\$ 463,267	

* Maintenance on all items will not commence until sign off on installation completed

**Action Item “XIII”
Regular Board Meeting November 2, 2009
Consideration of Approval of One College Vision**

ADMINISTRATION RECOMMENDATION/REPORT

The Chancellor recommends that the Board of Trustees approve the One College Vision document developed by the Strategic Leadership Team.

BACKGROUND

San Jacinto College operates as one college with multiple campuses, centers, programs, and services. Over the past several years, the Board of Trustees and the leadership of the College have focused on a one-college approach which is founded on concern for the whole. The College has a history of excellence and has maintained a focus on teaching and learning and the student; however, that focus has been greatly increased with the College’s participation in the national Achieving the Dream effort, Title V-supported development in college preparatory, the creation of a culture of evidence, and a performance management system designed to support and develop college employees. Consequently, leaders are committed to decision making and actions which are data informed, answering the ultimate question, “How does this improve student success?”

The One College Vision was developed by the Strategic Leadership Team as a guiding document. It highlights the principles and assumptions required to support the vision. It also centers the vision around the College’s values.

IMPACT OF THIS ACTION

The impact will be to create policies, procedures, and processes that are consistent with the College’s dedication to student success and to teaching and learning. All members of the college community will continue to share in the one college vision and commitment to student success. While recognizing the unique nature of individual campuses and individual employees, our primary loyalty will be to the success of the college as a whole. Because the success of the students is our primary focus, we will increase collaboration across campus and departmental boundaries, support each other in all initiatives, make decisions based on college-wide interests rather than individual interests, and develop strategies that serve the entire college community.

Approval of this action will solidify the Board’s commitment to continuing towards a one college vision. The document will be used internally.

BUDGET INFORMATION

N/A

MONITORING AND REPORTING TIMELINE

N/A

**Action Item “XIII”
Regular Board Meeting November 2, 2009
Consideration of Approval of One College Vision**

ATTACHMENTS

Attachment 1 – One College Vision

RESOURCE PERSONNEL

Brenda Hellyer

281-998-6100

brenda.hellyer@sjcd.edu



ONE COLLEGE VISION

San Jacinto College District operates as one college with multiple campuses, centers, programs, and services. Common policies and procedures and consistent business practices guide the organization. The synergy is apparent. Concern is for the whole. Competition between the individual units, departments, or functions is not part of our values. Decisions and actions are data informed answering the ultimate question, “How does this improve student success?” We celebrate our accomplishments and successes together.

As one college, we embrace learning. All members of the college community are responsible for student success. Those in the classroom facilitate learning, while maintaining the highest standards of quality. We all share the responsibility to provide students with the best environment and support available so that students can concentrate on learning. We are charged with ensuring excellence in everything that we do and addressing challenges directly.

The focus of the San Jacinto College Strategic Leadership Team (SLT) is on the strategic direction of the institution. Each member of the SLT serves in multiple leadership roles but the priority role must always be to the college-wide focus, “What is best for the San Jacinto College community as a whole?”

The focus of the campus leaders is to foster teaching and learning and student success. The campus leaders endeavor to identify new ways and programs to serve the community and to promote creative methods to engage faculty and staff. The campus leaders challenge the status quo, promote academic excellence, and ensure consistent quality and service levels among campus’ operations.

The focus of the district leaders is to provide support services to the campuses and to assist campus leadership in facilitating the teaching and learning enterprise. The district leaders are partners with campus leaders in creating solutions and establishing a climate of continuous improvement. All services provided to the campuses are based on mutually agreed upon service levels and requirements.

The focus of the chancellor is to develop, in conjunction with the Board of Trustees, the college’s external and internal strategic vision. The chancellor stimulates creativity, fosters opportunities for success, and communicates the shared vision.

All executive leaders test the robustness of assumptions and logic while exhibiting a college-wide perspective and understanding of issues, processes, policies, practices, and resources. When working with their direct reports, executive leaders direct and guide an understanding of this unified perspective. Each leader facilitates communication with peers, constituencies, and the college community. The college’s values guide the organization’s culture and character. Each leader fosters a climate that is consistent with these core values.

Action Item "XIV"
Regular Board Meeting November 2, 2009
Consideration of Plan Amendments to the SJCD Executive 403(b) Plan

ADMINISTRATION RECOMMENDATION/REPORT

The Chancellor recommends that the Board of Trustees approve the written consent agreement for the San Jacinto College District Executive 403(b) Plan.

BACKGROUND

In 2007, this plan was initially created as an individual plan for the Chancellor. In 2008 and 2009 it was subsequently amended to include senior executives of the college who report directly to the chancellor as approved by the Board of Trustees.

IMPACT OF THIS ACTION

This action amends the retirement and vesting provisions providing for a 3 year cliff vesting schedule and includes retirement as a condition for immediate vesting. This action also amends the plan to comply with the Internal Revenue service 403(b) regulations effective January 1, 2009.

BUDGET INFORMATION

Budgeted

MONITORING AND REPORTING TIMELINE

N/A

ATTACHMENTS

Attachment 1 - Plan amendment sections

RESOURCE PERSONNEL

Steve Trncak 281-998-6348 Stephen.Trncak@sjcd.edu

**SAN JACINTO COLLEGE DISTRICT
EXECUTIVE 403(b) PLAN**

**ADOPTION AGREEMENT
FOR PUBLIC EDUCATION ENTITIES**

Prepared by:

JEM Resource Partners
900 S. Capital of Texas Highway, Suite 305
Austin, TX 78746
Phone (512) 795-8999

**EMPLOYER PAID 403(b) PLAN
ADOPTION AGREEMENT
FOR PUBLIC EDUCATION ENTITIES**

The Employer designated in Section 1.01 below hereby adopts the Employer Paid 403(b) Plan for the benefit of its eligible Employees and their Beneficiaries.

**I.
EMPLOYER AND PLAN INFORMATION**

1.01 NAME OF EMPLOYER: San Jacinto College District

1.02 ADDRESS: 4624 Fairmont Parkway, Suite 106
Pasadena, TX 77504

1.03 TYPE OF ORGANIZATION.

The Employer acknowledges that it is a public education organization under the Internal Revenue Code and that the Employer is the type of public education agency indicated below:

- a. Public School District or Division
- b. Public College or University
- c. Other: (specify type): _____

1.04 PLAN NAME.

San Jacinto College District Executive 403(b) Plan

1.05 PLAN ADMINISTRATOR.

- a. The Plan Administrator shall be the Third Party Administrator, JNT Resource Partners, LP dba JEM Resource Partners, and the Employer
- b. The Plan Administrator shall be the Employer
- c. The Plan Administrator shall be the person(s), position or committee named as _____ follows:

1.06 PLAN EFFECTIVE DATE.

This Adoption Agreement of the Plan shall:

a. Establish a Written Plan (for a previously established Plan) effective as of _____

b. Establish a new Plan effective as of _____

c. Constitute an Amendment and Restatement in its entirety of a previously established Employer Paid 403(b) Plan of the Employer, which restatement shall be effective January 1, 2009

II.

PLAN PROVISIONS ELECTED BY PLAN SPONSOR

2.01 ELIGIBLE CLASSES.

The Employer shall make contributions in accordance with the terms of the Plan for the following classifications of Employee:

a. All Employees except: _____

b. Other: The Chancellor, and Direct Reports to the Chancellor as designated by the Board of the Employer

2.02 PLAN YEAR

a. The Plan Year is the Calendar Year

b. Is there a short Plan Year?

No

Yes, beginning _____
and ending _____

2.03 MINIMUM AGE FOR EMPLOYER CONTRIBUTIONS.

The minimum age to participate in the Plan shall be: NA

2.04 MINIMUM SERVICE FOR EMPLOYER CONTRIBUTIONS.

The minimum service to be eligible to participate in the Employer Contributions under the Plan is: NA

(Number of years may not exceed one (1) year unless the Employee has at all times a right to one hundred percent (100%) of the Employer Contributions made on his behalf. In that event, two (2) years of service may be required.)

2.05 INVESTMENTS.

a. Contributions. Any Annuity Contracts and/or Custodial Accounts provided by Vendors authorized in Appendix I, which may be revised from time to time, are authorized to accept contributions under the Plan. Employer Contributions shall be invested:

- (i) At the direction of the Employer
- (ii) At the direction of the Participant
- (iii) As is mutually agreeable to the Employer and Participant

b. Exchanges Within the Plan.

The Plan shall shall not permit Participants to make Exchanges
If permitted, Exchanges may occur between (choose one):

- (i) Those organizations listed in Appendix I only
- (ii) Those organizations listed in Appendix I and Appendix II. Appendix II shall designate those organizations offering Annuity Contracts and/or Custodial Accounts that satisfy the requirements of Section 403(b) of the Code and who execute an Information Sharing Agreement with Employer or its appointee for purposes of satisfying applicable compliance requirements, which may be revised from time to time

c. Frozen Accounts. A list of former Vendors that are no longer allowed to receive contributions, rollovers, transfers and/or exchanges shall be maintained in Appendix III and revised from time to time

2.06 BENEFICIARY DESIGNATIONS.

- a. A Participant shall designate his or her Beneficiary(ies) in the Participant election and the Plan Administrator shall maintain a record of such designation
- b. A Participant's Beneficiary(ies) shall be designated in the application or other form provided by each Vendor, and the record of the Beneficiary shall be maintained by the Vendor

2.07 TRANSFERS AND ROLLOVERS.

- a. Transfers Into the Plan. The Plan shall shall not accept Transfers from another employer's 403(b) plan
- b. Transfers From the Plan. The Plan shall shall not allow Transfers from the Plan into another employer's 403(b) plan, if requested by a former Participant

(NOTE: A Transfer occurs when a Participant moves his or her account with a Vendor from one plan to another. In this event, the Participant's account does not change; the account simply moves from one plan to another. This is NOT the same as a rollover. A

rollover occurs when a Participant has the right under his or her plan rules and federal tax law to move the funds in the account from one plan to another, and the funds remain tax-deferred. Rollovers of tax-deferred funds other than Roth 403(b) accounts are permitted under the Plan. There is no election option in the Written Plan to prohibit tax-deferred rollovers, other than Roth 403(b) accounts.)

2.08 DISABILITY.

The definition of Disability under the Plan shall be:

- a. As defined in the Individual Agreement of the Participant
- b. As defined in the public retirement system in which the Employee is a Participant in the state in which the Employer's administrative offices are located
- c. As defined below:

2.09 EMPLOYER CONTRIBUTIONS:

- a. Shall be made by the Employer in the following amount or percentage:
 - (i) In an amount equal to _____ percent of each Participant's Deferral to any tax-deferred plans of the Employer only the following plans of the Employer _____ not to exceed _____ percent of the Participant's Compensation ("Matching Employer Contribution")
 - (ii) Other (specify): For the Chancellor, \$10,000 during the third Plan Year (2009), not to exceed the maximum amount allowable under the Code; For all other Participants, an amount to be determined each year by the Board of the Employer at its sole discretion not to exceed the lesser of \$10,000 or the maximum amount allowable under the Code ("Basic Employer Contribution").
 - (iii) In an amount to be determined by the Employer at its discretion for each Plan Year ("Discretionary Employer Contribution")

AND

- b. Shall be made by the Employer on the following schedule:
 - (i) Annually in a lump sum, by the last day of the Plan Year
 - (ii) Annually in a lump sum, on or before _____ of each Plan Year
 - (iii) Monthly, in equal installments, with the entire annual Employer Contribution completely funded by the last day of the Plan Year

(iv) Each pay period, in equal installments, with the entire annual Employer Contribution completely funded by the last day of the Plan Year

(v) Other:

c. Contributions for former Employees shall shall not be allowed. If allowed, contributions for former Employees shall be made as follows:

(i) At the discretion of the Employer at the beginning of each Plan Year, with the amount and timing of the contribution to be communicated in writing to the Plan Administrator

(ii) Other: _____

2.10 DISPOSITION OF FORFEITURES.

Any Forfeitures of Employer Contributions arising under the Plan shall be utilized as follows:

a. Not applicable; contributions are 100% vested

b. Forfeitures shall be used to offset any Employer Contributions or other Plan expenses

c. Forfeitures shall be allocated as additional Employer Contributions as follows: _____

2.11 RESTRICTIONS ON ALLOCATIONS.

A Participant who is otherwise entitled to share in an allocation of any Employer Contributions and/or any Forfeitures arising therefrom, shall not share in such contributions unless the following conditions are met:

a. N/A, or no restrictions

b. The Employee must complete 1,000 Hours of Service during the Plan Year

c. The Employee must be employed on the last day of the Plan Year

d. Other: _____

AND

e. The foregoing conditions shall not apply if the failure to meet the following conditions occurs (check one or more):

(i) As a result of the Participant's Death

- (ii) As a result of the Participant's Disability
- (iii) After attainment of Early Retirement Date
- (iv) After attainment of Normal Retirement Age

2.12 INCLUDED COMPENSATION.

In determining the allocation of Employer Contributions, compensation shall include all remuneration paid to an Employee which is included in the Employee's W-2 wages except for the following:

- a. N/A
- b. Overtime
- c. Discretionary bonuses
- d. Regular or required bonuses
- e. Commissions
- f. Other (specify): _____

2.13 VESTING SCHEDULE.

Employer Contributions and earnings thereon shall vest according to the following schedule (select appropriate schedule):

- a. Account of the Chancellor One hundred percent (100%) at all times (full and immediate).
- b.

Years of Service*	Vested Percentage
Less than 3	0%
3 or More	100%

*Years of Service prior to the Plan Year in which an Employee is designated by the Board of the Employer as a Participant shall be excluded from the calculation of Vesting. See also Section 2.23.

- c.

Years of Service	Vested Percentage
Less than 2	0%
2	20%
3	40%
4	60%
5	80%
6 or More	100%
- d. Other (specify): _____

- e. In the event of separation from service due to involuntary termination, vesting will be 100% full and immediate

2.14 VESTING UPON DEATH.

A Participant shall shall not become fully vested in Employer Contributions and earnings thereon in the event of such Participant's death prior to termination of employment N/A

2.15 VESTING UPON DISABILITY.

A Participant shall shall not become fully vested in Employer Contributions and earnings thereon in the event of such Participant's Disability prior to termination of employment N/A

2.16 NORMAL RETIREMENT AGE.

A Participant shall become fully vested in Employer Contributions and earnings thereon upon reaching: Normal Retirement Date.

2.17 NORMAL RETIREMENT DATE.

A Participant's Normal Retirement Date shall be: the date on which the Participant retires with the Texas Teacher Retirement System (TRS) and qualifies for an unreduced retirement benefit from the TRS defined benefit plan or the Optional Retirement Plan ("ORP").

2.18 EARLY RETIREMENT DATE.

This Plan shall shall not provide an Early Retirement Date

If the Plan does provide for an Early Retirement Date, a Participant shall become fully vested in Employer Contributions and earnings thereon upon reaching the Early Retirement Date and such date shall be: the date on which the Participant retires with TRS and qualifies for an early-age retirement benefit from the TRS defined benefit plan or the ORP.

2.19 TIME OF PAYMENT.

Upon termination of employment, a Participant's benefit may be paid or payment may commence on the following date:

- a. As soon as practicable following termination of employment
- b. At the end of the Plan Year in which termination of employment occurs
- c. At the close of the calendar month in which termination of employment occurs

- d. Upon attainment of Normal Retirement Date or, if applicable, Early Retirement Date
- e. Other (specify): _____

2.20 INSERVICE DISTRIBUTIONS.

- a. Inservice Distributions from Annuity Contracts* shall shall not be permitted
- b. If permitted in addition to the other distributable events provided under the Plan, a Participant may receive a distribution no earlier than upon the earlier of the prior occurrence of some event, such as after a fixed number of years or the attainment of a stated age. For this Plan, such a distribution may occur upon the following event(s):

*This provision of the Plan may not be used for Custodial Accounts. If this Adoption Agreement is a restatement of an existing Plan, and such Plan previously permitted Inservice Distributions from Annuity Contracts without the restrictions herein, the restrictions in this Section 2.17 shall not apply to Annuity Contracts under this Plan issued before January 1, 2009.

2.21 LOANS.

- a. Participant loans shall shall not be permitted, subject to availability and any additional conditions that may apply under a Participant's 403(b) Individual Agreement(s)
- b. If permitted participant loans shall only be permitted from that portion of the Participant's 403(b) Individual Agreement(s) that is fully vested

2.22 INDEMNIFICATION.

If the Employer appoints an Employee or committee of Employees to represent the Employer in the administration of the Plan, the Employer shall shall not, to the extent permitted by applicable law, indemnify any such Employee acting on its behalf in this capacity

2.23 OTHER PROVISIONS.

Other provisions of the Plan (must be consistent with the Written Plan, applicable Governing Law and as provided by the Plan Administrator):

- a. A Year of Service for purposes of Section 2.13 shall be defined as any Plan Year in which a Participant completes 1,000 hours of employment with the Employer.

Signatures on next page

IN WITNESS WHEREOF, this Plan having been authorized by the appropriate Board or other authority by the Employer, the undersigned hereby execute this Plan.

EMPLOYER:

San Jacinto College District

Authorized Signature: _____

Title: _____

Date: _____

Appendix I

1. Wilmington Trust, in a 403(b)(7) Custodial Account administered by JEM Resource Partners
2800 N Central Ave., Suite 900
Phoenix, AZ 85004

Appendix II

None

Appendix II

None

**San Jacinto College District
EXECUTIVE 403(b) PLAN AMENDMENT
WRITTEN CONSENT AGREEMENT**

The undersigned, being duly authorized to act in this matter by and on behalf of the Board of Trustees ("the Board") of San Jacinto College District (the "Employer") and having duly notified, discussed and approved this matter with the members of the Board of Trustees, did hereby previously consent to the adoption by the Employer of the following resolutions:

WHEREAS, the Board established the San Jacinto College District Executive 403(b) Plan (the "Plan") effective August 1, 2007, and

WHEREAS, the Board deems it desirable to amend the Retirement and Vesting provisions of the Plan and to make technical changes to comply with the Internal Revenue Service 403(b) Regulations effective January 1, 2009,

NOW, THEREFORE, BE IT RESOLVED, that the Employer, by Written Consent Agreement, acknowledges that it hereby adopts the amended and restated Plan, as attached hereto, effective as of November 2, 2009; and

RESOLVED FURTHER, that the appropriate officers of the Employer be and are hereby authorized and directed to execute the Amendment for and on behalf of the Employer, such officers having been previously designated by the Board, with such changes in the Plan as may be approved by such officers, their approval to be conclusively evidenced by their execution thereof.

IN WITNESS WHEREOF, the undersigned has executed this Written Consent Agreement as of the ____ day of _____, _____.

By: _____

Title: Board Chair

**SAN JACINTO COMMUNITY COLLEGE DISTRICT
CONSTRUCTION RECAP
NOVEMBER 2, 2009**

I.	CONSTRUCTION REQUEST PROJECTS	
	<u>Central:</u>	
	CSP #10-05 Central Campus Paving and Drainage (pgs 3-5)	\$8,722,668
	<u>South:</u>	
	CSP #10-06 South Campus Mechanical Upgrades (pgs 6-8)	<u>\$648,000</u>
	TOTAL OF PROPOSALS	\$9,370,668
II.	COOPERATIVES AND PROFESSIONAL SERVICES	
	Construction Request #1 - Job Order Contracting Services (pgs 9-10)	\$500,000
	Construction Request #2 - Job Order Contract - Additional Funding (pgs 11-12)	410,000
	Construction Request #3 - LEED Consulting Services (pgs 13-14)	217,000
	Construction Request #4 - Architectural Signage Consulting Services (pg 15)	<u>189,809</u>
	TOTAL OF CONSTRUCTION REQUESTS	\$1,316,809
	GRAND TOTAL:	<u><u>\$10,687,477</u></u>

Competitive Sealed Proposal # 10-05
Regular Board Meeting November 2, 2009
Consideration of Approval for 1820 – Central Paving & Drainage

ADMINISTRATION RECOMMENDATION/REPORT

The Chancellor recommends that the Board of Trustees approve a contract with Angel Brothers for the work associated with the Central Campus Paving & Drainage.

BACKGROUND

In January of 2009, Brooks & Sparks Engineering began working to produce a design for Project #1820 – Central Campus Paving & Drainage. The Board approved the method of procurement at their regular meeting in June of 2009. A request for Competitive Sealed Proposals, Project # 10-15 was issued in October, 2009. A pre-proposal meeting for interested contractors was conducted on October 13, 2009 and responses were received and opened on October 20, 2009. Four contractors responded to the solicitation.

The proposals were evaluated and ranked based on the evaluation criteria published in the solicitation. The scores were tabulated and it was determined that Angel Brothers submitted the proposal that offered the best value to the District. The scoring and ranking results are attached. After negotiations with the contractor, it is recommended that SJCCD enter into a contract with Angel Brothers to perform the work at Central Campus per the specifications of the project.

IMPACT OF THIS ACTION

The scope of work this contractor will perform includes: grading and drainage down Abshier Dr. and repaving of the north parking lots and parking lots east and west of the Spencer Administration Building. The scope will also include a right turn lane at the corner of Cunningham and Fairmont Parkway.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The total estimated expenditure for this project is \$8,722,668 and is be funded through the 2008 Bond Program

MONITORING AND REPORTING TIMELINE

All work will be coordinated and performed to accommodate the Campus schedule and will be completed by the Fall of 2010.

ATTACHMENTS

Attachment 1 – Proposal Tabulation
Attachment 2 – Final Ranking

RESOURCE PERSONNEL

Bryan Jones	281.998-6343	Bryan.Jones@sjcd.edu
Larry Logsdon	281.998.6120	Larry.Logsdon@sjcd.edu

Attachment No. 1

Project 1820 - Central Parking & Drainage

Project Number #10-05

Number of Evaluators 6

Stated Criteria	Criteria Explanation	Weighted Percentage	Angel Brothers	Durwood Greene	Texas Sterling Construction	Triple B Services
Proposed amount of the Base Bid	Proposed construction contract amount base proposal. Lower amount equates to a higher score.	30	280.00	220.00	195.00	235.00
Reputation of the Contractor	References from project Owners and Engineers on projects of similar size, scope and value. Positive comments equate to a higher score.	20	170.00	173.33	166.67	156.67
Contractor's Experience and quality of performance on previous projects	Contractor's relevant and recent successful experience with projects of similar size, scope, complexity and value. Positive experiences equate to a higher score.	20	160.00	173.33	166.67	156.67
Work Plan	Quality and clarity of the Contractors Work Plan to include staging, and lay-down areas within the defined Work Sequence provided in Section 01010 of the spec book. Demonstration of Contractors sensitivity to ongoing college operations and ability to accommodate the coordination of the Owner's separate contractors who may be on site at the same time. Greater clarity and sensitivity will equate to a higher score.	25	183.33	233.33	175.00	200.00
Safety Record	Quality of Contractors written Safety and Drug/Alcohol Policy. Contractors current Workman's Compensation Modifier. Number of Lost Time Incidents during the past five years and the associated total number of lost days. Number of Occupational Safety and Health Administration citations received during the past five years. Positive policies, lower modifier, lower number of incidents and lost days, and lower number of incidents and lost days and lower number of citations equate to a higher score.	5	44.17	35.42	22.50	35.83
			837.50	835.42	725.83	784.17
			Total Weighted Scores			

Final Ranking

Attachment No. 2

Project: 1820 - Central Parking & Drainage

Project Number: #10-05

Vendor Name	Total Score	Price Proposal
Angel Brothers	837.50	\$8,722,668
Durwood Greene	835.42	\$9,464,179
Triple B Services	784.17	\$9,334,583
Texas Sterling Construction Co	725.83	\$10,892,114

**Competitive Sealed Proposal # 10-06
Regular Board Meeting November 2, 2009
Consideration of Approval for 3906 – South Mechanical Upgrades**

ADMINISTRATION RECOMMENDATION/REPORT

The Chancellor recommends that the Board of Trustees approve a contract with Gurry Mechanical for the work associated with the South Campus Mechanical upgrades.

BACKGROUND

In April of 2009, ACR Engineering began working to produce a design for Project #3906 – South Mechanical Upgrades. The Board approved the method of procurement at their regular meeting in June of 2009. A request for Competitive Sealed Proposals was issued in October, 2009. A pre-proposal meeting for interested contractors was conducted on October 13, 2009 and proposals were received and opened on October 20, 2009. Six contractors responded to the solicitation.

The proposals were evaluated and ranked based on the evaluation criteria published in the solicitation. The scores were tabulated and it was determined that Gurry Mechanical submitted the proposal that offered the best value to the District. The scoring and ranking results are attached. After negotiations with the contractor, it is recommended that SJCCD enter into a contract with Gurry Mechanical to perform the work at South Campus per the specifications of the project.

IMPACT OF THIS ACTION

The scope of work this contractor will perform includes the replacement of the two hundred forty ton air-cooled chiller with a newer more efficient chiller. Replacement of chilled water pipe insulation in the pump room and chiller yard, and demolition of the existing boiler yards in the main courtyard.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The total estimated expenditure for this project is \$648,000 and is be funded through the 2008 Bond Program

MONITORING AND REPORTING TIMELINE

All work is scheduled to be completed Two Hundred and Forty-five (245) calendar days from the Notice to Proceed.

ATTACHMENTS

Attachment 1 – Proposal Tabulation
Attachment 2 – Final Ranking

RESOURCE PERSONNEL

Bryan Jones	281.998-6343	Bryan.Jones@sjcd.edu
Larry Logsdon	281.998.6120	Larry.Logsdon@sjcd.edu

Attachment No. 1

Project 3906 - South Mechanical Upgrades

Project Number #10-06

Number of Evaluators 5

Stated Criteria	Criteria Explanation	Weighted Percentage	C-Air-S Mechanical	Gowan, Inc.	Gray Mechanical	Gregory Edwards, Inc.	Gurry Mechanical	Harcon Mechanical
Proposed amount of the base bid	Proposed construction contract amount (base price - no alternates). Lower amount equates to a higher score.	30	180.00	198.00	150.00	252.00	294.00	222.00
Proposed length of construction time & proposed management plan	Proposed contract construction time expressed in calendar days. Lesser duration equates to a higher score.	15	112.50	102.00	126.00	105.00	117.00	111.00
Reputation of the Contractor based on references	References from project Owners and Architect/Engineers. Positive comments equate to a higher score.	15	132.00	129.00	126.00	123.00	132.00	123.00
Contractor's experience and quality of performance on previous projects	Contractor's relevant and recent successful experience with projects of similar size, scope, complexity and value. Positive experiences equate to a higher score.	20	184.00	168.00	164.00	164.00	184.00	168.00
Safety record	Quality of Contractors written Safety and Drug/Alcohol Policy. Contractors current Workmens Compensation Modifier. Number of Lost Time Incidents during the past five years and the associated total number of lost days. Number of Occupational Safety and Health Administration citations received during the past five years. Positive policies, lower modifier, lower number of incidents and lost days, and lower number of incidents and lost days, and lower number of citations equate to a higher score.	5	40.00	46.00	32.00	25.00	45.00	36.00
The likelihood that the proposer will perform competently without delay or interference	Quality and clarity of the Contractors Work Plan. Organization, staffing, and management of construction team personnel. Demonstration of Contractors sensitivity to ongoing college operations and ability to accommodate the campus schedule. Demonstrated quality and clarity equate to a higher score.	10	90.00	78.00	84.00	76.00	90.00	74.00
Project Personnel	Qualifications of the proposed project personnel to be assigned to the project. Greater qualifications and level of commitment equate to a higher score.	5	40.00	38.00	38.00	38.00	41.00	38.00
			778.50	759.00	720.00	783.00	903.00	772.00
Total Weighted Scores 7								

Final Ranking

Attachment No. 2

Project: 3906 - South Mechanical Upgrades

Project Number: #10-06

Vendor Name	Total Score	Price Proposal
Gurry Mechanical	903.00	\$648,000
Gregory Edwards, Inc.	783.00	\$671,319
C-Air-S Mechanical	778.50	\$816,042
Harcon Mechanical	772.00	\$715,900
Gowan, Inc.	759.00	\$755,107
Gray Mechanical	720.00	\$805,005

Construction Request # 1
Regular Board Meeting November 2, 2009
Consideration of Approval to Purchase Job Order Contracting Services

ADMINISTRATION RECOMMENDATION/REPORT

The Chancellor recommends that the Board of Trustees approve Job Order Contracting services for the District from Construction Masters of Houston for the fiscal year 2009-2010.

BACKGROUND

Job Order Contracting (JOC) is an approved delivery method in accordance with the Texas Education Code Section 44.031(a) (7) for the minor construction, repair, rehabilitation, or alteration of a facility. A sample scheduling of future projects would include Capital Improvement Projects (CIP), South cafeteria wall upgrade, transformers pad leveling, district office renovations, South Art Gallery renovation in the SILC, bookstore conversion to a classroom in the SILC, district mechanical upgrades, any emergency maintenance repairs and other projects that come to light throughout the fiscal year.

Construction Masters of Houston was awarded a JOC contract through the Harris County Department of Education (HCDE) Choice Facilities Partners (CFP) cooperative contracts program, contract number #09/040JC-04 and is exempt from competitive sourcing per Section 791.001 (g) and 44.031 of the Texas Education Code.

IMPACT OF THIS ACTION

Construction Masters has performed admirably on previous projects with the District. In order to expedite the construction process on minor renovation work across the District that cannot be accomplished by internal staff, the District Construction Department may contact Construction Masters to perform the work on an as needed basis. All work completed under the JOC contract is priced based on a coefficient of the RS Means Building Construction Cost Data.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated expenditure is \$500,000 and will be funded through the 2009-2010 construction budgets.

MONITORING AND REPORTING TIMELINE

None

ATTACHMENTS

None

Construction Request # 1
Regular Board Meeting November 2, 2009
Consideration of Approval to Purchase Job Order Contracting Services

RESOURCE PERSONNEL

Bryan Jones	281.998.6343	Bryan.Jones@sjcd.edu
Larry Logsdon	281.998.6120	Larry.Logsdon@sjcd.edu
Randi Blinka	281.998.6106	Randi.Blinka@sjcd.edu

Construction Request #2
Regular Board Meeting November 2, 2009
Consideration of Approval for Additional Funds Job Order Contractor

ADMINISTRATION RECOMMENDATION/REPORT

The Chancellor recommends that the Board of Trustees approve an additional \$410,000 in renovations for the food courts at Central and South campuses. The \$410,000 budgeted in the 2009-2010 will be utilized by Construction Masters of Houston who was awarded a Job Order Contract for the food court renovation in July 2009.

BACKGROUND

Job Order Contracting (JOC) is an approved delivery method in accordance with the Texas Education Code Section 44.031 for the minor construction, repair, rehabilitation, or alteration of a facility. The Board approved this method of procurement for the construction of YUM Brands facilities at Central and South campuses at their regular meeting on June 30, 2009.

Harris County Department of Education Purchasing Cooperative (HCDE) awarded a JOC contract to Construction Masters of Houston and it was determined that Construction Masters would provide the best value to District for this renovation of the food courts. This JOC construction contract will be procured through the HCDE cooperative contracts program and is exempt from competitive sourcing per Section 791.001 (g) and 44.031 of the Texas Education Code.

IMPACT OF THIS ACTION

Construction Masters has worked with Yum Brands to identify the renovation, equipment and small wares necessary for both Central and South campus cafeterias to be converted to A&W and Pizza Hut franchises. This renovation requires an additional \$410,000 in expenditures and these funds were allocated in the 2009-2010 budget process.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated renovation expenditures total \$1,087,500 of which \$677,500 was funded through the 2008-2009 Auxiliary Services budget and was approved for expenditure by the Board in July 2009. An additional \$410,000 was included in the 2009-2010 budget and Auxiliary Services is requesting the approval of that additional amount at this time.

MONITORING AND REPORTING TIMELINE

None

ATTACHMENTS

None

Construction Request #2
Regular Board Meeting November 2, 2009
Consideration of Approval for Additional Funds Job Order Contractor

RESOURCE PERSONNEL

Kenneth Lynn	281.998-6306	Kenneth.Lynn@sjcd.edu
Hilda Boyce	281.991.2627	Hilda.Boyce@sjcd.edu
Larry Logsdon	281.998.6120	Larry.Logsdon@sjcd.edu

Construction Request # 3
Regular Board Meeting November 2, 2009
Consideration of Approval for LEED Consulting Services

ADMINISTRATION RECOMMENDATION/REPORT

The Chancellor recommends that the Board of Trustees approve a contract with Morris Architects of Houston for Leadership in Energy and Environmental Design (LEED) consulting services for seven Capital Improvement Program building projects.

BACKGROUND

The US Green Building Council (USGBC) LEED certification has been identified as a complimentary certification process for the new buildings included in the San Jacinto College District 2008 Bond Capital Improvement Program.

The USGBC LEED certification is a nationally accepted standard for assuring efficient use of energy, construction materials, operating supplies and minimizing indoor environmental impacts to occupants. Certification options include a progressively stringent ranking of basic, silver, gold and platinum levels. San Jacinto College is pursuing silver certification for new buildings included in the Capital Improvement Program.

The procurement of professional services from an architectural firm is exempt from the State of Texas bidding laws as provided for in Section 44.031 (f) of the Texas Education Agency and Section 2254 of the Texas Government Code.

IMPACT OF THIS ACTION

The scope of work included with this contract includes professional consulting services necessary to facilitate building design that meets the newly created US Green Building Council (USGBC) standards. These consulting services combine LEED certification criteria with architectural and engineering disciplines, and are critical to the final certification of the project. Improper or ineffective design of the new building projects with respect to the USGBC criteria may preclude LEED certification.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The total estimated expenditure for this service is \$217,000 and will be funded through the 2008 Bond Program.

MONITORING AND REPORTING TIMELINE

All work is scheduled to be completed upon final commissioning of the South Campus Science/Allied Health building in the 4th quarter, 2013.

ATTACHMENTS

None

Construction Request # 3
Regular Board Meeting November 2, 2009
Consideration of Approval for LEED Consulting Services

RESOURCE PERSONNEL

Bryan D. Jones, P.E.

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Larry Logsdon

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Construction Request # 4
Regular Board Meeting November 2, 2009
Consideration of Approval for Professional Contract -
Architectural Signage Consulting Services

ADMINISTRATION RECOMMENDATION/REPORT

The Chancellor recommends that the Board of Trustees approve a contract with Dansby and Miller Architects of Houston for consulting services for architectural signage programming, design and documentation.

BACKGROUND

While developing designs for the new buildings included in the 2008 Bond Capital Improvement Program, signage of all types across all three campuses has been found to be in very poor condition. Through multiple projects to change, upgrade and maintain signage, the variation in quality and effectiveness has reached a point where a complete redesign is the best course of action.

The scope of work included with this contract includes professional consulting services necessary to develop signage programming, design and technical documentation necessary to complete a comprehensive college district signage project. The procurement of professional services from an architectural firm is exempt from the State of Texas bidding laws as provided for in Section 44.031 (f) of the Texas Education Agency and Section 2254 of the Texas Government Code.

IMPACT OF THIS ACTION

The services to be rendered with this request will provide a specific plan for all graphical signage from the street to the classroom. Additionally, the design of the signage will include provisions for new electronic display technologies, current information management strategies and the most recent architectural design considerations.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The total estimated expenditure for this service is \$189,809 and will be funded through the 2008 Bond Capital Improvement Program.

MONITORING AND REPORTING TIMELINE

All work is scheduled to be completed in approximately 365 days from Notice to Proceed.

ATTACHMENTS

None

RESOURCE PERSONNEL

Bryan D. Jones, P.E.,
Larry Logsdon,

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281-998-6120

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**SAN JACINTO COMMUNITY COLLEGE DISTRICT
PURCHASE RECAP
NOVEMBER 2, 2009**

I.

**PURCHASE REQUESTS,
SOLE SOURCE VENDORS,
COOPERATIVES, AND CONTRACT RENEWALS**

INFORMATION TECHNOLOGY

Purchase Request #1 - Identity Management System (pg 3)	\$89,000
Purchase Request #2 - Audio/Visual Maintenance Renewal (pg 4)	145,000
Purchase Request #3 - Telephony System and Network Servers (pgs 5 - 6)	5,090,000

WELDING TECHNOLOGY

Purchase Request #4 - Equipment and Supplies (pg 7)	65,000
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CPD

Purchase Request #5 - Leadership and Training Materials (pgs 8 - 9)	150,000
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DISTRICT

Purchase Request #6 - Student Refund Management Program (pgs 10 - 11)	8,800
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TOTAL OF PURCHASE REQUESTS

\$5,547,800

GRAND TOTAL:

\$5,547,800

ADMINISTRATION RECOMMENDATION/REPORT

The Chancellor recommends that the Board of Trustees approve a purchase from Sun Microsystems to implement the Identity Management system.

BACKGROUND

This request is for the technical consulting and implementation services affiliated with the implementation of the Sun Identity Management system and provide knowledge transfer to San Jacinto College ITS personnel. Sun Microsystems will implement an identity management system to centralize account provisioning and password maintenance for the District. This software implementation will be configured to run an active sync using the Banner database view as the authoritative source. The affiliated knowledge transfer will ensure that the District's personnel are trained on the operations and maintenance required with the new system.

This purchase will be made utilizing the State of Texas Department of Information Resources (DIR) cooperative contracts program, contract number DIR-SDD-503. This purchase qualifies as a "Cooperative Contract" and is exempt from competitive sourcing as stated in Section 791.001 (g) and 44.031 of the Texas Education Code.

IMPACT OF THIS ACTION

Approval of this request will provide the college an identity management system which will allow for students to be grouped automatically by the classes that are taken to enable more targeted services. It will also allow staff, faculty and the student population one username and password for all college systems as well as provide increased security by automatically removing an individual's access to all college systems upon termination.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated annual expenditure for this request is \$89,000. This expenditure is funded through the ITS department's 2009-2010 budget.

MONITORING AND REPORTING TIMELINE

The implementation will be complete approximately thirty calendar days after Notice to Proceed.

ATTACHMENTS

None

RESOURCE PERSONNEL

Will Sydnor	281.998.6150	will.sydnor@sjcd.edu
Jerry Ward	281.998.6328	jerry.ward@sjcd.edu

Purchase Request # 2
Regular Board Meeting November 2, 2009
Consideration of Approval to Renew Audio Visual Maintenance Services

ADMINISTRATION RECOMMENDATION/REPORT

The Chancellor recommends that the Board of Trustees renew the contract awarded to Ford Audio Video Inc. for a final one year term beginning December 2, 2009 - December 1, 2010.

BACKGROUND

The College issued a Request for Proposals (RFP) project number 08-07 to hire a firm to maintain the approximate 160 instructional classrooms across all three campuses which are equipped with multimedia and communication equipment. Ford Audio Video Inc. was awarded the contract to provide preventative maintenance and a service plan to address technical problems that may arise throughout the course of each contract term. This renewal will exercise the final one-year renewal option of a possible three year contract.

IMPACT OF THIS ACTION

Approval of this request will ensure that the required preventative maintenance of audio visual equipment is completed by trained and certified service personnel. Equipment failures result in downtime in the classrooms which curtail teaching and disrupt scheduled instruction. Under this maintenance program, audio visual equipment in each classroom is serviced one time per year in order to maintain maximum efficiency of each system. The annual service includes an equipment assessment, performance of routine maintenance, cleaning and adjustment of all audio visual equipment.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated annual expenditure for this request is \$145,000 of which \$30,000 is for preventative maintenance and \$115,000 is for repair service of audio visual equipment. This expenditure is funded through the ITS 2009-2010 operating budget.

MONITORING AND REPORTING TIMELINE

None

ATTACHMENTS

None

RESOURCE PERSONNEL

Anita Jones	281.998.6137	anita.jones@sjcd.edu
Jerry Ward	281.998.6328	jerry.ward@sjcd.edu

ADMINISTRATION RECOMMENDATION/REPORT

The Chancellor recommends that the Board of Trustees approve a request for funds to purchase a new Voice over Internet Protocol System (VoIP) and network switches from Verizon.

BACKGROUND

The current telephony system at San Jacinto College is a standard PBX switched system. The majority of the existing telephony equipment was installed over twenty five years ago, with some equipment dating back to more than forty years ago. The College utilizes two types of switches – core and edge switches. The College has four core switches, one located at each campus locations plus the District office as well as over four hundred edge switches district-wide. The College's current core switches were installed in the year 2000. The existing core switches are no longer manufactured and as even basic repairs are required spare parts are becoming increasingly difficult to obtain.

Due to the age of the existing telephony and network systems currently in place, San Jacinto College District plans to upgrade the existing network infrastructure for all three campuses to modernize major telephony systems and network systems. The network upgrade includes converting to a VoIP handset system which will require new edge switches that can deliver Power over Ethernet (PoE).

This purchase will be made utilizing the State of Texas Department of Information Resources (DIR) cooperative contracts program. The contract numbers are DIR-SDD-266 and DIR-SDD-272 and are exempt from competitive sourcing per Section 44.031(i) of the Texas Education code.

IMPACT OF THIS ACTION

Communication systems as well as internet accessibility would be improved via the infrastructure upgrade. The improved functionality will benefit students, both in the classroom and through distance learning programs, as well as faculty and staff. Planned improvements will integrate the following services; increase bandwidth to classrooms, enhanced access to resources, improve call center capability to assist more students, modernize emergency preparedness functionality, expand wireless access, provide emergency calling systems throughout the campus, and modernize fire, alarm, and notification systems. Approval of this request will allow the College to procure the equipment, software and labor required to install and replace the College's telephone and network systems.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The total estimated expenditure for equipment, software and labor and is \$5,090,000. This is a net asset purchase funded through the Information Technology Services budget for FY2010.

Purchase Request # 3
Regular Board Meeting November 2, 2009

Consideration of Approval of Purchase of Telephony System and Network Servers

MONITORING AND REPORTING TIMELINE

None

ATTACHMENTS

None

RESOURCE PERSONNEL

Kenneth Lynn	281.998.6306	Kenneth.lynn@sjcd.edu
Rob Stanicik	281.998.6137	Rob.stanicik@sjcd.edu

Purchase Request # 4
Regular Board Meeting November 2, 2009

Consideration of Approval for Additional Funds-Welding Equipment and Supplies

ADMINISTRATION RECOMMENDATION/REPORT

The Chancellor recommends that the Board of Trustees approve additional funding to purchase welding equipment, supplies, and gases from Matheson Tri-Gas for the remainder of the initial contract term which expires in February 2010.

BACKGROUND

The College offers welding classes that utilize welding equipment, supplies, and gases during the course of instruction. In February 2009, the Board approved two contracts with Matheson Tri-Gas. Project number 08-09 was awarded to provide welding supplies and project number 08-12 was awarded to procure welding gases. The Board originally approved \$100,000 for the annual term of both contracts combined. Due to an increase in student enrollment the department has exceeded the amount approved initially and additional funding is required to continue to supply these products through the remainder of the contract period.

IMPACT OF THIS ACTION

Approval of the additional funding will continue to support the associated programs with the required welding equipment, supplies, and gases for students throughout the College at the contracted rates.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated additional expenditure request is \$65,000 for the duration of the contract term and is funded primarily through the Welding department's 2009-2010 budget.

MONITORING AND REPORTING TIMELINE

None

ATTACHMENTS

None

RESOURCE PERSONNEL

Steven Horton	281.476.1806	steven.horton@sjcd.edu
Bryan Suarez	281.476.1814	bryan.suarez@sjcd.edu
Jerry Ward	281.998.6328	jerry.ward@sjcd.edu

ADMINISTRATION RECOMMENDATION/REPORT

The Chancellor recommends that the Board of Trustees approve a request for additional funds to Dimension Development International (DDI) to provide leadership training and training materials.

BACKGROUND

Continuing & Professional Development Division (CPD) provides customized and specialized training to area companies in a non-credit classroom setting on an as needed basis. Client companies request DDI approved classes which are taught by certified instructors utilizing the approved course material for the particular classes. The training is provided at the College or off-site at a client's facility, if requested. In August 2009, the Board approved \$50,000 for instructors and training materials from DDI. Due to increased demand for such classes, CPD has exceeded the amount approved and additional funding is required to continue to supply these courses through the remainder of the fiscal year.

DDI is the only vendor authorized to provide DDI training and training materials and sole source number 1183 has been assigned. SJCCD is an authorized and certified provider of this program to clients within the community.

IMPACT OF THIS ACTION

Approval of this additional expenditure will enable the college to remain an authorized and certified provider of this program provided through the CPD division. This nationally recognized leadership training program is used by a majority of the businesses in our service area and having the ability to deliver this authorized training gives SJCCD a competitive advantage over other training organizations.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The expenditure requested is \$150,000 increasing the total Board approved amount to \$200,000 for the fiscal year and will be funded through CPD's 2009-2010 operating budget.

MONITORING AND REPORTING TIMELINE

None

ATTACHMENTS

None

**Purchase Request # 5
Regular Board Meeting November 2, 2009
Consideration of Approval for Additional Funding**

RESOURCE PERSONNEL

Sherry Jones	281.998.3687	sherry.jones@sjcd.edu
Randi Blinka	281.998.6106	randi.blinka@sjcd.edu
Jerry Ward	281.998.6328	jerry.ward@sjcd.edu

Purchase Request # 6
Regular Board Meeting November 2, 2009
Consideration of Approval of Student Refund Management Program

ADMINISTRATION RECOMMENDATION/REPORT

The Chancellor recommends that the Board of Trustees approve the Student Refund Management Program administered by Higher One, Inc.

BACKGROUND

The College generates approximately 20,000 checks per fiscal year to students related to financial aid disbursements and credit refunds. The Student Refund Management Program will replace the current paper check system produced through the College Students Accounts Receivable, Student Financial Aid and the Accounts Payable systems.

The program will be procured through an interlocal agreement with Texas A&M International University. In 2005 TAMIU issued an RFP for Refund Management Services and awarded a contract to Higher One Inc. The contract language included a provision in which other Texas institutions of higher education could utilize the Higher One contract through and interlocal agreement in accordance with Section 44.031 of the Texas Education Code.

IMPACT OF THIS ACTION

Implementation of the Student Refund Management Program will streamline the financial aid disbursement and credit refunds process. An electronic payment will be forwarded to Higher One by the San Jacinto College business office which will in turn download the appropriate amount to a credit or debit card assigned to each student. The students will have access to their funds within the next day upon completion of the disbursement refunding process. There is no initial fee to the students for this service. This process will result in an enhancement in the dispensation, tracking and reconciliation of funds as well as capitalizing on the speed and efficiency of electronic banking and eliminate most of the time and costs associated with the printing, mailing and processing of paper checks.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated annual expenditure is \$8,800. This is offset by an estimated annual reduction in expenses of \$15,000 through a reduction in the time, materials and labor associated with the processing, printing and mailing of paper checks.

MONITORING AND REPORTING TIMELINE

None

ATTACHMENTS

None

Purchase Request # 6
Regular Board Meeting November 2, 2009
Consideration of Approval of Student Refund Management Program

RESOURCE PERSONNEL

William E. Dickerson	281.998.6142	bill.dickerson@sjcd.edu
Terrie Beasley	281.998.6349	terrie.beasley@sjcd.edu

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

October 5, 2009

The Board of Trustees of the San Jacinto Community College District met at 5:00 p.m., Monday, October 5, 2009, 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, Laurel Williamson, Steve Trncak, Allatia Harris, Neil Matkin, Maureen Murphy, Susan Temple, Christopher Darville, Teri Fowle, George Gonzalez, Rebecca Goosen, Linda Welsh, Danny Snooks

I. College Preparatory Success Monitoring Report 2009

Presented by Rebecca Goosen

Strategies for Improving College Preparatory

- Student Forums: College Preparatory faculty and students meet and talk about what works and what could be improved
- College Preparatory faculty will begin to provide course advising for College Preparatory students to better direct their program according to their specific instructional needs
- College Preparatory students will be required to obtain a signature from a faculty member before they will be allowed to withdraw from a College Preparatory course
- Alignment of the SLOs for College Preparatory courses between levels and to the academic course that follows the College Preparatory sequence will occur in 2009/2010
- Course redesign will begin for College Preparatory Mathematics in Fall 2009 and continue in the implementation cycle for the next year
- Successful College Preparatory students who have progressed to college level courses and those who did not progress to college level courses will be invited to participate in forums to gather strategies they felt were helpful in creating a successful outcome in College Preparatory courses
- Recruit more faculty to expand the number of Learning Communities
- A mandated Student Success Course (GUST 1300) for all first-time-in-college students who test into 2 or more College Preparatory courses
- Review of all College Preparatory exit exams

Courageous Conversations and Courageous Decisions

- Stop waiving College Preparatory courses for students enrolled in waived certificate programs
- Decision on late registration: stop allowing students to register late for courses?
- Student Success Course to be mandated for all first-time-in-college students

Marie Flickinger – Is it possible to achieve the three courageous decision points by next Fall?

Brenda Hellyer – What will the real impact be of the decisions?

Laurel Williamson – Will formulate plan on courageous decision points.

II. Dinner

III. Houston Symphony Memorandum of Understanding

Presented by Brenda Hellyer

- The Houston Symphony and San Jacinto Community College District wish to collaborate to accomplish mutual goals for community outreach and enhancement of student opportunities for exposure to the performing arts.
- Partnership includes collaboration with NASA, will provide unique opportunities for San Jacinto College students in music, visual and performing arts, drama, and audio engineering and recording programs, as well as students in astronomy, geology, physics, and other science courses.
- Houston Symphony will provide concerts on all three college campuses, allowing the College to provide high-quality musical performances for community members as well.
- Specific benefits to the College include a private, exclusive performance of *The Planets – An HD Odyssey* on 22 January 2010, at 7:30 p.m., in Jones Hall for an audience provided by the College. Jones Hall will accommodate from 2,100 to 2,800 guests, depending upon the hall configuration.
- In addition to the private San Jacinto performance in January, the Symphony will sponsor a private lecture by the director of *The Planets – An HD Odyssey*, Dr. Duncan Copp, at the College or Jones Hall in January 2010.
- Of further benefit to the College, the Symphony will perform a “Sounds Like Fun!” educational concert in June 2010 at the college’s Central Campus. This series is designed to introduce children, young adults, and families to the orchestra and symphonic music through a live concert and an instrument petting zoo. The Symphony will provide four Houston Symphony small ensemble performances to be held during the 2009-2010 academic year. One program will occur fall semester 2009 at the college’s Central Campus and three programs in the spring semester 2010 at each of the college’s campuses (North, South, and Central).
- Additionally, the Symphony will offer discounted tickets to the college’s students for select concerts during the 2009-2010 season. Tickets for students and college faculty staff will be available at no cost or a reduced cost of \$15 for classical programs and \$20 for pop concerts.
- The Foundation can take advantage of this partnership for an exciting fund-raising event. All three college campuses will have individual events for students, faculty, staff, and community members, which will enhance the educational experience and strengthen community presence and partnerships.

IV. Proposed Harris County Transit Route

Presented by Brenda Hellyer

- Informed Board of project – more details will follow as work with Harris County Transit continues.

V. General Discussion

VI. Calendar Update

Adjourned to regular Board meeting at 6:50 p.m.

**SAN JACINTO COLLEGE DISTRICT
BOARD MEETING MINUTES**

October 5, 2009

The Board of Trustees of the San Jacinto Community College District met at 7:00 p.m., Monday, October 5, 2009 in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas for the Regular Board Meeting.

Board of Trustee

Members Present:

Marie Flickinger, Chair
Dan Mims, Vice Chair
Ben Meador, Secretary
Larry Wilson, Assistant Secretary
John Moon, Jr.
Wayne Slovacek
Dr. Ruede Wheeler

Chancellor:

Brenda Hellyer

Others Present:

Susan Anderson	Allatia Harris	James Semones
Susan Arscott	Allison Hennessey	Wanda Simpson
Richard Bailey	Sally K Janes	Danny Snooks
John Baxter	Bryan Jones	Rob Stanicic
Amanda Booren	Vicki Kane	Susan Temple
Jason Chan	Ann Koxk Templet	Sonia Townsend
Nicole Darland Haas	Larry Logsdon	Steve Trncak
Christopher Darville	Ken Lynn	Matthew Van Besien
Joanie Deforest	Neil Matkin	Brandon VanWaeyenberghe
Bill Dickerson	Kevin McKisson	Linda Welsh
Serita Dickey	Robert Merino	Niki Whiteside
Art Escobar	Catherine O'Brien	Laurel Williamson
Teri Fowle	Toni Pendergrass	
Earl Godfrey	Bill Raffetto	
George Gonzalez	Frank Rizzo	
Rebecca Goosen	Ron Rucker	
Barbara Hanson	Don Salisbury	

Chair Marie Flickinger called the regular meeting of the Board of Trustees to order. The invocation was given by John Moon, Jr. and the pledge was led by Ben Meador.

Special Recognitions:

Dr. Neil Matkin, Central Campus President, introduced Dr. Barbara Hanson, the newly appointed Vice President of Instruction on Central Campus.

Don Salisbury recongnized San Jacinto College Disrict for earning Bay Area Citizen Reader's Choice Award.

Dr. Bill Raffetto and Sonia Townsend recognized San Jacinto College District for being designated a Veteran Friendly College by GI Jobs and Service Opportunity College Consortium.

Achieving the Dream Presentation: Dr. Bill Raffetto, Vice President of Enrollment Services, introduced Financial Aid Coordinators Art Escobar, Vicki Kane, and Sonia Townsend. Robert Merino, Financial Aid Director, presented the Financial Aid Report.

Hearing of Citizens: None

Motion 9048 Honoraria Motion was made by Wayne Slovacek, seconded by Ben Meador to approve honoraria in the amount of \$1,500.

Motion Carried.

Yeas: Wheeler, Mims, Moon, Meador, Slovacek, Wilson

Nays: None

Motion 9049 Houston Symphony Motion was made by Larry Wilson, seconded by John Moon, Jr. to approve the Houston Symphony Memorandum of Understanding.

Motion Carried.

Yeas: Wheeler, Mims, Moon, Meador, Slovacek, Wilson

Nays: None

Motion 9050 Morgan's Point Motion was made by Dan Mims, seconded by Ben Meador to approve the amended Memorandum of Agreement for Morgan's Point.

Motion Carried.

Yeas: Wheeler, Mims, Moon, Meador, Slovacek, Wilson

Nays: None

Motion 9051 Property Tax Rate Motion was made by Wayne Slovacek, seconded by Dr. Ruede Wheeler to approve adoption of Ad Valorem Property Tax Rate.

Motion Carried.

Yeas: Wheeler, Mims, Moon, Meador, Slovacek, Wilson

Nays: None

Motion 9052 Budget Amendment Motion was made by Dr. Ruede Wheeler, seconded by John Moon, Jr. to approve an amendment to the 2009 - 2010 budget.

Motion Carried.

Yeas: Wheeler, Mims, Moon, Meador, Slovacek, Wilson

Nays: None

**Motion 9053
Course Fees**

Motion was made by Dan Mims, seconded by Dr. Ruede Wheeler to approve revisions to course fees.

Motion Carried.

Yeas: Wheeler, Mims, Moon, Meador, Slovacek, Wilson

Nays: None

**Motion 9054
Surplus**

Motion was made by John Moon, Jr., seconded by Ben Meador to approve declaration of library books and equipment as surplus.

Motion Carried.

Yeas: Wheeler, Mims, Moon, Meador, Slovacek, Wilson

Nays: None

**Motion 9055
403b**

Motion was made by Wayne Slovacek, seconded by Dan Mims to approve annual funding requirement for executive 403b plan.

Motion Carried.

Yeas: Wheeler, Mims, Moon, Meador, Slovacek, Wilson

Nays: None

**Motion 9056
403b**

Motion was made by Larry Wilson, seconded by Dr. Ruede Wheeler to approve executive management positions to be designated as participants of the executive 403b plan.

Motion Carried.

Yeas: Wheeler, Mims, Moon, Meador, Slovacek, Wilson

Nays: None

**Motion 9057
Ethics Policies -
2nd Reading**

Motion was made by Dr. Ruede Wheeler, seconded by John Moon, Jr., to approve new policies on ethics, fraud, and retaliation -2nd reading.

Motion Carried.

Yeas: Wheeler, Mims, Moon, Meador, Slovacek, Wilson

Nays: None

**Motion 9058
Purchasing
Non Construction
Requests**

Motion was made by Dan Mims, seconded by Wayne Slovacek to approve the following non-construction related requested:

Purchase Request #1	License Agreements	\$210,000
	Renewal	
Purchase Request #2	Software Maintenance	\$70,000
	Renewal	

TOTAL OF PURCHASE REQUESTS: \$280,000

GRAND TOTAL: \$280,000

Motion Carried.

Yeas: Wheeler, Mims, Moon, Meador, Slovacek, Wilson

Nays: None

Motion 9059
Consent Agenda

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

- A. Approval of the minutes for September 14, 2009 Workshop and Board Meeting
- B. Approval of the 2008 - 2009 Budget Transfers
- C. Approval of the Personnel Recommendations
- D. Approval of the Affiliation Agreements
- E. Approval of the next regular meeting - November 2, 2009

Motion Carried.

Yeas: Wheeler, Mims, Moon, Meador, Slovacek, Wilson

Nays: None

Meeting adjourned at 7:47 p.m.

ADMINISTRATION RECOMMENDATION/REPORT

The Chancellor recommends the Board of Trustees approval of budget transfers for 2009-2010 which have been made in accordance with State accounting procedures.

BACKGROUND

Adoption of the budget by the Board of Trustees in August 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, 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 viable 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 will allow the District to more effectively utilize existing resources in fulfilling its instructional objectives.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

N/A – reclassification of existing authorizations.

MONITORING AND REPORTING TIMELINE

N/A

ATTACHMENTS

Attachment 1 – Budget Transfers

RESOURCE PERSONNEL

Ken Lynn	281.998.6306	kenneth.lynn@sjcd.edu
Mini Izaguirre	281.998.6347	mini.izaguirre@sjcd.edu

SAN JACINTO COLLEGE DISTRICT
 Budget Transfers For The November 2009 Board Meeting
 Fiscal Year 2009/2010

	ELEMENT OF COST	DEBIT	CREDIT
DISTRICT			
	INSTRUCTION	\$ -	\$ -
	PUBLIC SERVICE	-	-
	ACADEMIC SUPPORT	-	-
	STUDENT SERVICES	-	-
	INSTITUTIONAL SUPPORT	-	94,198
	PHYSICAL PLANT	-	-
	AUXILIARY ENTERPRISES	-	-
CENTRAL			
	INSTRUCTION	4,474	-
	PUBLIC SERVICE	-	-
	ACADEMIC SUPPORT	20,000	-
	STUDENT SERVICES	-	-
	INSTITUTIONAL SUPPORT	-	24,142
	PHYSICAL PLANT	112,500	-
	AUXILIARY ENTERPRISES	-	112,500
NORTH			
	INSTRUCTION	84,889	125
	PUBLIC SERVICE	-	-
	ACADEMIC SUPPORT	1,762	-
	STUDENT SERVICES	-	-
	INSTITUTIONAL SUPPORT	125	1,500
	PHYSICAL PLANT	-	-
	AUXILIARY ENTERPRISES	-	-
SOUTH			
	INSTRUCTION	152	-
	PUBLIC SERVICE	-	-
	ACADEMIC SUPPORT	-	-
	STUDENT SERVICES	8,715	-
	INSTITUTIONAL SUPPORT	-	152
	PHYSICAL PLANT	112,500	-
	AUXILIARY ENTERPRISES	-	112,500
		\$ 345,117	\$ 345,117

These transfers reflect adjustments of budgetary allocations between campuses and departments.

CENTRAL

112,500.00	CENTRAL CAFÉ RENOVATIONS
20,000.00	DUAL CREDIT TRAVEL
<u>\$ 132,500.00</u>	

NORTH

84,889.00	VOCATIONAL NURSING - SIMMAN
<u>\$ 84,889.00</u>	

SOUTH

112,500.00	SOUTH CAFÉ RENOVATIONS
<u>\$ 112,500.00</u>	

Action Item "D"
Regular Board Meeting November 2, 2009
Approval of the Affiliation Agreements

RECOMMENDATION

Recommend Board approval of the following Affiliation Agreements:

1. Affiliation Agreement between San Jacinto College Central North Pharmacy Technician Department and Harris County Hospital District;
2. Affiliation Agreement between San Jacinto College Central Campus Emergency Medical Technology Department and Beaumont Emergency Medical Services;
3. Affiliation Agreement between San Jacinto College Central Campus Emergency Medical Technology Department and East Texas Medical Center; and
4. Affiliation Agreement between San Jacinto College Central Campus Medical Imaging Department and Houston Northwest Medical Center.

RATIONALE

The Affiliation Agreements were reviewed by the College Attorney.

FISCAL IMPLICATIONS TO THE COLLEGE

N/A

CONTACT PERSONNEL

Daniel J. Snooks, Attorney for San Jacinto College District

Action Item "E"
Regular Board Meeting November 2, 2009
Approval of the Next Regularly Scheduled Meeting

RECOMMENDATION

The next regularly scheduled meeting of the Board of Trustees will be December 14, 2009.