

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

**June 6, 2011**

**The Board of Trustees of the San Jacinto Community College District met at 5:30 p.m., Monday, June 6, 2011 in Room 201 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas for a Board Workshop.**

**Board of Trustees**        Marie Flickinger, Chair  
                                  Dan Mims, Vice Chair  
                                  Larry Wilson, Assistant Secretary  
                                  John Moon, Jr.  
                                  Dr. Ruede Wheeler  
                                  Incoming members of the Board of Trustees:  
                                  Brad Hance\*  
                                  Keith Sinor\*

**Chancellor:**                Brenda Hellyer

**Others Present:**        Ken Lynn                        David Tiffin, RBC  
                                  Danny Snooks                Steven Trncak

**Joined After Item IV:**    Teri Fowlé                      Rob Stanicic  
                                  Allatia Harris                Laurel Williamson  
                                  Maureen Murphy

- I.    Board Pictures
- II.   Update from Community College Association of Texas Trustees
- III.   Legislative Update and Budget Process
- IV.   Voluntary Severance and Separation Plan
- V.    Dinner
- VI.   Bond Update

**Workshop adjourned at 6:55 p.m.**

\* Sworn in as Trustees during the Board meeting which began at 7:00 p.m.

**SAN JACINTO COLLEGE DISTRICT  
BOARD MEETING MINUTES**

**June 6, 2011**

**The Board of Trustees of the San Jacinto Community College District met at 7:00 p.m., Monday, June 6, 2011 in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas for the Regular Board Meeting.**

**Board of Trustees:** Marie Flickinger, Chair \*  
Dan Mims, Vice Chair \*  
Ben Meador, Secretary \*  
Larry Wilson, Assistant Secretary \*  
John Moon, Jr. \*  
Dr. Ruede Wheeler  
Brad Hance (sworn into office during the Board meeting)  
Keith Sinor (sworn into office during the Board meeting)

**Chancellor:** Brenda Hellyer

<b>Others Present:</b>	Amy Ammerman	Billie Hance	Tressa Milliorn
	Tom Arrington	Amanda Hance	Madyson Milliorn
	Nathalie Ashby	Greg Hance	Marc Milliorn
	Richard Bailey	Ian Hance	Brad Milliorn
	Janis Bailey	Kiera Hance	Chris Ming
	Bill Bailey	Barbara Hanson	Kelly Mizell
	Debbie Benoist	Judy Harrison	Michael Moore
	Amanda Booren	Patty Haselbarth	Maureen Murphy
	Amanda Bosworth	Joseph Herbert	Catherine O'Brien
	Oza Bouchard	Bill Horine	Elena Olivier
	Debbie Bradford	Steven Horton	Toni Pendegrass
	Lynne Brandt	Clare Iannelli	Bettye Phifer

\* This listing represents the Trustees and Officers prior to motions 9244 and 9245. Following motion 9244, Trustees Sinor and Hance assumed their roles and Trustee Meador vacated his position. Based on motion 9245, Trustees Flickinger and Mims remained Chair and Vice Chair, respectively. Additionally, Trustee Wilson assumed the position of Secretary and Trustee Moon assumed the position of Assistant Secretary.

Others present continued on next page.

Continued of others present:

James Braswell	Sallie Kay Janes	Victoria Phipps
Brian Chapman	Sandra Johnson	Mark Posey
Heather Collins	Bryan Jones	Bill Raffetto
Liz Corley	Brenda Jones	Frank Rizzo
Suzanne DeBlanc	Carolyn Judy	Ron Rucker
Bill Dickerson	Ken Jurgens	Shaun Silman
Michael Dressman	Nancy Jurgens	Kelly Simons
Jimmy Durham	Michael Kane	Dale Sinor
Jeanne Ellis	Ruth Keenan	Lou Anne Sinor
Mary Evans	Susan Kelso	Karl Stager
Dallas Felder	Andrews Kurth	Robert Stanicic
Teri Fowlé	Ken Legler	Darryl Stevens
Gary Friery	Samantha Lewis	Nathan Stevens
Brandon Glover	Larry Logsdon	Cynthia Stevens
George González	Ken Lynn	Jerry Tate
Rebecca Goosen	Yodisa Marcano	Stephen Trncak
Ann Guess	Ellen Martin	Niki Whiteside
Jeff Guice	Joe McArdle	Van Wigginton
Scott Hairston	Kevin McKisson	Craig Zimmerman
Evelyn Hance	Robert Merino	

Chair Marie Flickinger called the regular meeting of the Board of Trustees to order. The invocation was given by Laurel Williamson and the pledge was led by Ben Meador.

- Special Recognitions:**
1. Debbie Bradford with USA Funds recognized Elena Olivier for her work with financial aid. USA Funds donated \$10,000 to college student scholarships.
  2. Allatia Harris recognized Tom Arrington and Jimmy Durham for their support in the efforts of Grace Flight.
  3. Maureen Murphy recognized the south campus community choir for their Carnegie Hall Debut. The choir sang two songs from their Carnegie presentation.
  4. Representative Ken Legler presented retiring Trustee Ben Meador with an American flag that was flown over the State Capital for his service on the Board of Trustees.
  5. Brenda Hellyer presented Representative Legler with an electronic photo frame filled with pictures of San Jacinto College for his support of the College.

**Student Success Presentation** George González presented Fall 2010 and Spring 2011 Data Highlights

- Communications to the Board:**
- Thank you's:**
1. Wayne Slovacek for the plant sent in honor of his daughter Diana Slovacek
  2. Mary Gillispie for the plant sent in honor of her mother Mrs. Willie Raye Sanford
  3. Brad Hance for the plant for his recent surgery.
  4. Brenda Hellyer for the plant sent in honor of her uncle.
  5. Neil Matkin for the plant, cards, food, etc. regarding his recent accident.
  6. Carol Schwing for the plants, cards, prayers, food in honor of her son Barry Schwing.
  7. Michelle Lamothe for plant, cards, food, etc. regarding her son Buddy Lamonthé.
  8. Regina Villarreal for the card in honor of her Aunt Vivian Betrous.

**Introductions:**

1. Brenda Hellyer introduced the family members of Brad Hance who were in attendance: Evelyn Hance, Billie Hance, Amanda Hance, Greg Hance, Ian Hance, Kiera Hance, Tressa Milliorn, Madyson Milliorn, Marc Milliorn, and Brad Milliorn.
2. Brenda Hellyer introduced the family members of Keith Sinor who were in attendance: Janis Bailey, Bill Bailey, Dale Sinor, and Lou Anne Sinor.

**Hearing of Citizens:** None

**Motion 9237 Budget Amendment** Motion was made by Larry Wilson, seconded by Dan Mims to approve an amendment to the 2010-2011 budget for restricted revenue and expenses relating to federal and state grants.

**Motion Carried.**

**Yeas:** Meador, Mims, Moon, Jr., Wheeler, Wilson

**Nays:** None

**Motion 9244**  
**Oath of Office for New Trustees** No motion made, information only. Danny Snooks, College Attorney, administered oaths to Brad Hance and Keith Sinor. Both took their place with the Board of Trustees and retiring Ben Meador vacated his position accordingly.

**Motion 9245**  
**Election of Officers** Motion was made by Dr. Wheeler, seconded by John Moon, Jr., to approve the Election of Officers for the Board of Trustees. Appointed officers are as follows: Marie Flickinger - Chair, Dan Mims - Vice Chair, Larry Wilson - Secretary, John Moon, Jr. - Assistant Secretary

**Motion Carried.**

**Yeas:** Mims, Moon, Jr., Wheeler, Wilson

**Nays:** None

**Motion 9246**  
**University of Houston Downtown** Motion was made by Larry Wilson, seconded by Dan Mims, to approve an articulation agreement with University of Houston Downtown.

**Motion Carried.**

**Yeas:** Hance, Mims, Moon, Jr., Sinor, Wheeler, Wilson

**Nays:** None

**Motion 9247**  
**Embry-Riddle Aeronautical University** Motion was made by Dr. Wheeler, seconded by Dan Mims, to approve an articulation agreement with Embry-Riddle Aeronautical University Worldwide.

**Motion Carried.**

**Yeas:** Hance, Mims, Moon, Jr., Sinor, Wheeler, Wilson

**Nays:** None

**Motion 9248**  
**Whitacre College of Technology at Texas Tech University** Motion was made by Dr. Wheeler, seconded by Larry Wilson, to approve an articulation agreement with the Whitacre Jr. College of Engineering at Texas Tech University.

**Motion Carried.**

**Yeas:** Hance, Mims, Moon, Jr., Sinor, Wheeler, Wilson

**Nays:** None

**Motion 9249**  
**Midwestern State University** Motion was made by Dan Mims, seconded by Brad Hance, to approve an articulation agreement with Midwestern State University.

**Motion Carried.**

**Yeas:** Hance, Mims, Moon, Jr., Sinor, Wheeler, Wilson

**Nays:** None

**Motion 9250**  
**Reduction in Force Policy - 2nd Reading** Motion was made by Larry Wilson, seconded by Brad Hance, to approve on 2nd reading, the new policy on Reduction in Force.

**Motion Carried.**

**Yeas:** Hance, Mims, Moon, Jr., Sinor, Wheeler, Wilson

**Nays:** None

**Motion 9251** Motion was made by Dr. Wheeler, seconded by John Moon, Jr., to approve an amendment to  
**Budget Amendment** the 2010-2011 budget for restricted revenue and expenses relating to federal and state grants.

**Motion Carried.**

**Yeas:** Hance, Mims, Moon, Jr., Sinor, Wheeler, Wilson

**Nays:** None

**Motion 9252** Motion was made by Larry Wilson, seconded by John Moon, Jr., to approve property tax  
**Property Tax** exemptions for the tax year 2011.  
**Exemptions**

**Motion Carried.**

**Yeas:** Hance, Mims, Moon, Jr., Sinor, Wheeler, Wilson

**Nays:** None

**Motion 9253** Motion was made by Dr. Wheeler, seconded by Keith Sinor, to approve the renewal of  
**Renewal of Tax** appointment of tax assessor-collectors to collect taxes levied on behalf of the College for tax  
**Assessor-Collectors** year 2011 and thereafter, unless amended.

**Motion Carried.**

**Yeas:** Hance, Mims, Moon, Jr., Sinor, Wheeler, Wilson

**Nays:** None

**Motion 9254** Motion was made by Dan Mims, seconded by Larry Wilson, to approve implementation of a  
**Student Testing Fee** student testing fee.

**Motion Carried.**

**Yeas:** Hance, Mims, Moon, Jr., Sinor, Wheeler, Wilson

**Nays:** None

**Motion 9255** Motion was made by John Moon, Jr., seconded by Brad Hance, to approve a parameter order  
**Issuance of Bonds** authorizing the issuance of \$65 Million of Series 2011 Limited Tax General Obligation  
Bonds and Series 2011 Refunding Bonds.

**Motion Carried.**

**Yeas:** Hance, Mims, Moon, Jr., Sinor, Wheeler, Wilson

**Nays:** None

**Motion 9256  
Construction  
Requests**

Motion was made by Dan Mims, seconded by Brad Hance to approve the following construction requests:

CSP #11-22	Signage Demolition Package	\$	263,100.00
Construction Request 1	Central campus foundation repairs	\$	200,000.00
Construction Request 2	Architectural, Engin, and Consulting Srvc	\$	196,000.00
Construction Request 3	Design Consulting Services	\$	155,000.00
Construction Request 4	Architectural Services, Maint and Police Bldgs	\$	305,000.00
Construction Request 5	Architectural Services, VoTech Bldgs 1, 2, & 3	\$	211,000.00
	<b>Total of Construction Requests:</b>	<b>\$</b>	<b>1,067,000.00</b>
	<b>Grand Total:</b>	<b>\$</b>	<b>1,330,100.00</b>

**Motion Carried.**

**Yeas:** Hance, Mims, Moon, Jr., Sinor, Wheeler, Wilson

**Nays:** None

**Motion 9257  
Purchasing  
Requests**

Motion was made by Dr. Wheeler, seconded by Keith Sinor to approve the following purchasing requests:

RFP 11-20	Digital Organ Purchase	\$	77,500.00
RFP 11-21	Audio Sound System and Installation	\$	100,089.00
<b>Total of Bids:</b>		<b>\$</b>	<b>177,500.00</b>
Purchasing Request 1	NASA SEA Grant Expenditures	\$	502,094.00
Purchasing Request 2	THEA Testing Authorization Codes	\$	163,415.00
Purchasing Request 3	Identity Management Implementation Services	\$	116,173.00
<b>Total of Purchase Requests:</b>		<b>\$</b>	<b>781,682.00</b>
<b>Grand Total:</b>		<b>\$</b>	<b>959,182.00</b>

**Motion Carried.**

**Yeas:** Hance, Mims, Moon, Jr., Sinor, Wheeler, Wilson

**Nays:** None

**Motion 9258  
Consent Agenda**

Motion was made by Larry Wilson, seconded by Dr. Wheeler to approve the consent agenda.

- A. Approval of the minutes for the May 2, 2011 Workshop and Board Meeting
- B. Approval of the 2010 - 2011 Budget Transfers
- C. Approval of the Personnel Recommendations
- D. Approval of the Affiliation Agreements
- E. Approval of the next regular meeting - July 11, 2011

**Motion Carried.**

**Yeas:** Hance, Mims, Moon, Jr., Sinor, Wheeler, Wilson

**Nays:** None

**Adjourned Regular Board Meeting: 7:50 p.m.**