

## San Jacinto College District Board Workshop October 3, 2022

The Board of Trustees of the San Jacinto Community College District met for a Board Workshop at 4:45 p.m., Monday, October 3, 2022, in Room 201 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

### MINUTES

	<b>Board Workshop Attendees:</b>	<b>Board Members:</b> Marie Flickinger, Erica Davis Rouse, Dan Mims, John Moon, Jr., Keith Sinor, Dr. Ruede Wheeler, Larry Wilson <b>Chancellor:</b> Brenda Hellyer <b>Other:</b> Sandra Ramirez, Mandi Reiland, Teri Zamora, Laurel Williamson
	<b>Agenda Item:</b>	<b>Discussion/Information</b>
<b>I.</b>	<b>Call the Meeting to Order</b>	Board Chair, Marie Flickinger, called the workshop to order at 4:45 p.m.
<b>II.</b>	<b>Roll Call of Board Members</b>	Board Chair Flickinger conducted a roll call of the Board members:  Erica Davis Rouse Marie Flickinger Dan Mims John Moon, Jr. Keith Sinor Dr. Ruede Wheeler Larry Wilson
<b>III.</b>	<b>Adjournment to closed or executive session pursuant to Texas Government Code Section 551.071 and 551.074 of the Texas Open Meetings Act, for the following purposes: Legal Matters and Personnel Matters</b>	Board Chair Flickinger adjourned to closed session at 4:46 p.m.  The Board members listed above as attending and Chancellor Brenda Hellyer were present for the closed session. <ul style="list-style-type: none"> <li>a. Legal Matters - For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized by law. <ul style="list-style-type: none"> <li>• It was determined that there were no legal matters to discuss.</li> </ul> </li> <li>b. Personnel Matters - For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or</li> </ul>

		<p>employee or to hear complaints or charges against a public officer or employee.</p> <ul style="list-style-type: none"> <li>• Chancellor Evaluation - Only Board members were present for the Chancellor Evaluation. Brenda Hellyer rejoined session upon Board’s request.</li> <li>• Review Results from the Board’s Self-Assessments - Only Chancellor and Board present for this portion.</li> </ul>
<b>IV.</b>	<b>Reconvene in Open Meeting</b>	Board Chair Flickinger reconvened to open meeting at 6:17 p.m.
<b>V.</b>	<b>Discuss Action Steps from the Board Self-Assessment Process</b>	<p>Keith Sinor reported that he and Dr. Hellyer reviewed the report from the Board self-assessment and are recommending the following action items:</p> <ul style="list-style-type: none"> <li>• Advocate more for San Jacinto College District and community colleges in particular at different functions at the College and in the community.</li> <li>• Have better attendance at community events, as well as College events, to show better support of the community and the College.</li> <li>• More continuing education opportunities for Board members to know current topics on what is happening at community colleges nationally as well as at San Jacinto College.</li> </ul> <p>Keith added, based on the report, the Board feels the College was successful at recovering from the pandemic and supporting leadership at the College. He added that the College and Board are currently in a good place, but it is important to continue looking at how each Board member can improve their performance on the Board.</p>
<b>VI.</b>	<b>Review of Title IX Compliance - Reporting Requirements</b>	Sandra Ramirez presented on the Title IX Reporting Requirements. Effective January 1, 2020, employees are legally required to report any observations witnessed or information received regarding sexual harassment, sexual assault, dating violence, or stalking committed by or against a student or employee who was enrolled or employed at the College at the time of the incident. She provided steps on how to handle a complaint and stated the incident should be reported to either Joanna Zimmerman or herself as they are the Title IX Coordinators. Joanna serves as the Title IX co-lead for students, and Sandra serves as the Title IX co-lead for employees.

		<p>Sandra explained that the Texas Education Code states that an employee who has knowledge of a Title IX incident will result in mandatory termination if he or she fails to report. If there is a complaint against a Title IX Coordinator, the complaint should be filed with Teri Zamora. If there is a complaint against the Chancellor or any Board Members, the complaint should be filed with the Board Chair. Charges against the Board Chair should be filed with the Board Vice Chair. The official receiving the charge shall take appropriate action, and the investigation report will be presented to the Board of Trustees.</p> <p>Sandra reviewed the Chief Executive Officer Report and explained this is a report that must be provided to the Board annually per the Texas Education Code. The report provides an update on any employees who have reported incidents to the Title IX coordinators. The report being reviewed is for September 1, 2021 through August 31, 2022. There were 76 reports and 28 confidential reports received during this time. Confidential reports are those received by a mental health counselor. Of those reported, zero investigations were required as these reports were out of the College’s jurisdiction or did not involve current employees or students. The number of reports received that include allegations of an employee’s failure to report or who submitted a false report to the institution is one. This employee resigned from the College in lieu of termination. The Chief Executive Officer Report will be reviewed with the Board every October and will also be posted to the College’s website to be accessed as public information.</p> <p>Dr. Brenda Hellyer added that she receives these reports and reviews this information with Sandra quarterly.</p>
<p><b>VII.</b></p>	<p><b>Discuss Mascot Process</b></p>	<p>Brenda explained that voting for the mascot process is currently taking place and continues through October 14. We have had over 4,800 people vote for the mascot. The plan is to announce the chosen mascot at the December commencement ceremony. Once announced, the formal official process for uniforms, logos, and an official mascot outfit will be rolled out.</p> <p>The Board members were supportive of this plan.</p> <p>Larry Wilson asked if the athletes would have to get new uniforms.</p>

		Brenda responded that they have already been transitioning to a standard uniform but there will probably be additional needs. The plan is that the athletic teams will play under the new mascot beginning January 2023.
<b>VIII.</b>	<b>Review Proposed Changes to Policy II.2001.A, Substantive Change</b>	Dr. Laurel Williamson provided an overview of the first reading of the revisions to the Substantive Change policy. This policy is being changed to meet Southern Association of College and Schools Commission on Colleges (SACSCOC) requirements. The policy is being revised to look at substantive changes at an institutional policy level that will come to the Board for action. There are also substantive changes that are at the program level, these will go to the Chancellor for approval. She provided examples of substantive changes that would not require Board approval and those that would.
<b>IX.</b>	<b>Update on State and Federal Legislative Sessions</b>	<p>Brenda provided an update on the State and Federal legislative sessions. On the Federal side, a continuing resolution avoids a government shutdown. Details on this are outlined in the handout provided to the Board. San Jacinto College submitted its annual application to continue as a Domestic Maritime Training Center of Excellence. Teri Crawford was in Washington September 22-23 for an AACC Advocates in Action Meeting. She met with staff in offices of Reps. Brian Babin, Dan Crenshaw, Sylvia Garcia, Troy Nehls, and Randy Weber and discussed the amendment to the House version of the National Defense Authorization Act (NDAA), submitted by Rep. Sylvia Garcia. All offices indicated that they are working with Rep. Garcia's staff regarding their support of the amendment. The College received the congressional earmark data from Congressman Troy Nehl's office to receive \$585,000 for the EDGE Center so the funding is now all in place.</p> <p>On the State side, the Commission on Community College Finance will vote on the recommendations in a public hearing on October 18, 2022. Brenda provided an overview of the first draft of the recommendations that were presented in September. She also highlighted key additions that did not make it into the draft recommendations but will be added to the final recommendations.</p>
<b>X.</b>	<b>Review of Calendar</b>	Brenda asked the Board members to look at the upcoming events on the calendar they received and let Mandi Reiland know if they would like to attend any of the events. The new

		events are highlighted in yellow. She asked the Board to attend the Foundation Donor Luncheon on October 24 if available.
<b>XI.</b>	<b>General Discussion of Meeting Items</b>	<p>Brenda provided an overview of the roof replacements score sheet. The price difference in the final ranking is based on the scope of the project.</p> <p>Teri Zamora commented that the price did not impact the scoring. The other two bids were under what the College usually pays.</p> <p>Brenda informed the Board members of a public speaker who has been providing training for the College in fiberoptics. He did not win the current bid and has requested to speak to the Board. She provided background on the reason he received the lowest score during the bidding process.</p>
<b>XII.</b>	<b>Adjournment</b>	Board Chair Flickinger, adjourned the workshop at 6:58 p.m.