

San Jacinto College District Board Workshop October 4, 2021

The Board of Trustees of the San Jacinto Community College District met at 4:30 p.m., Monday, October 4, 2021, in Room 201 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

MINUTES

	Board Workshop Attendees:	Board Members: Erica Davis Rouse, Marie Flickinger, Dan Mims, John Moon, Jr., Keith Sinor, Dr. Ruede Wheeler, Larry Wilson Chancellor: Brenda Hellyer Other: Allatia Harris, Micki Morris (Attorney – via conference call), Sandra Ramirez, Mandi Reiland, Teri Zamora
	Agenda Item:	Discussion/Information
I.	Call the Meeting to Order	Board Chair, Marie Flickinger, called the workshop to order at 4:30 p.m.
II.	Roll Call of Board Members	Chair Marie Flickinger conducted a roll call of the Board members: Erica Davis Rouse Dan Mims, John Moon, Jr., Keith Sinor Dr. Ruede Wheeler Larry Wilson
III.	Adjournment to closed or executive session pursuant to Texas Government Code Section 551.071, 551.074, and 551.072 of the Texas Open Meetings Act, for the following purposes: Legal Matters, Personnel	Chair Flickinger adjourned to closed session at 4:31 p.m. Board members, Chancellor Hellyer, Sandra Ramirez, Mandi Reiland, and Teri Zamora were present for portions of the closed session. 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. Board members, Chancellor Hellyer, Attorney Micki Morris (via conference call), Sandra Ramirez, Mandi

	Matters, and Real Estate Matters	<p>Reiland, and Teri Zamora were present for this portion of the closed session.</p> <p>b. Personnel Matters - For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee.</p> <ul style="list-style-type: none"> • Chancellor Evaluation - Only Board members were present for the Chancellor Evaluation. Brenda Hellyer rejoined session upon Board’s request. • Other Personnel Matters - Board members, Chancellor Hellyer, Sandra Ramirez, Mandi Reiland, and Teri Zamora were present for this portion of the closed session. <p>c. Real Estate Matters - For the purpose of discussing the purchase, exchange, lease or value of real property. Board members, Chancellor Hellyer, Sandra Ramirez, Mandi Reiland, and Teri Zamora were present for this portion of the closed session.</p>
IV.	Reconvene in Open Meeting	Chair Flickinger reconvened to open meeting at 6:17 p.m.
V.	Overview of Title IX Compliance and Training	<p>Sandra Ramirez provided an overview of the Title IX Reporting Requirements including what is covered under Title IX, reporting requirements, how to report incidents, and party’s responsible for reporting incidents. Title IX is a federal civil rights law passed as part of the Education Amendments of 1972. This law protects people from discrimination based on sex in education programs or activities which applies to institutions that receive Federal financial assistance/federal funding.</p> <p>Sandra reviewed the reporting requirements and what types of incidents should be reported. She explained every San Jacinto College employee is required to take Title IX training to know the reporting processes. 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> <p>Sandra explained that as of the 2019 Texas legislative session, there is an education code that states an employee who has</p>

		<p>knowledge of a Title IX incident can result in potential 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.</p> <p>Sandra reviewed the Chief Executive Officer Report and explained this is a report that must be provided to the Board annually. 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, 2020 through August 31, 2021. The number of reports that were received during this time were 13, and there was one investigation conducted. Of the 13 reports, four were concluded with no findings, and there were 12 reports for which the institution determined not to initiate a disciplinary process. 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 zero. This report will be reviewed with the Board every October and will also be posted to the College's website.</p> <p>Erica Davis Rouse questioned how we have four concluded reports and one investigation. Sandra responded that some of the reports are out of our jurisdiction. We have had students report incidents from years ago or the student or employee is no longer at the College and we are unable to investigate these reports.</p>
<p>VI.</p>	<p>Review Plan for Promise @ San Jac Program</p>	<p>Dr. Brenda Hellyer introduced this item and explained there will be an action item for the Board of Trustees to approve moving forward with a Promise Program for the 2022 graduates.</p> <p>Teri Zamora provided an overview of the plans for the Promise @ San Jac Program. She provided a background on previous cohorts and how they were funded in the past. The 2020 and 2021 cohorts were funded from individual donations to the San Jacinto College Foundation and Good Reason Houston. The 2022 cohort, which will include all high school graduates residing within the College's taxing district, will be funded through the non-endowment \$10 million portion of Student Success Fund donation and earnings. The 2023 and subsequent years' cohorts will also include all high school</p>

		<p>graduates residing within the College’s taxing district and will be funded from earnings on the \$20 million endowment portion of the Student Success Fund donation. Teri explained the 2020 cohort had 492 students and 78% were funded by financial aid. The 2021 cohort had 376 students and 66% were funded by financial aid. For the 2022 cohort, we are estimating 2,100 students with 80% of the cohort being funded by financial aid.</p> <p>Keith Sinor asked if the waiver of the requirement where documents must be verified for students to receive FAFSA is gone for good or was it just short term. Brenda responded we heard it was just short term.</p> <p>Teri stated that the Department of Education implemented this waiver during COVID, and it was not in place for the 2020 cohort that had 78% funded by financial aid.</p> <p>Teri explained the estimated total per Promise cohort is \$2.3 million, with the assumption that the cohort will have a 75% persistence rate annually. This is a very high annual persistence rate in order to generate conservative cost estimates. She provided a breakdown of the cost per fiscal year (FY) and explained FY26 will be the first year when we have three cohorts being funded from the endowment, which will total \$2.3 million. She provided a forecast of the endowment value at 6.4% net earnings to fund the Promise Program until FY29. The intent of the Foundation is to aggressively fundraise for additional donations to grow the endowment; hopefully by an additional \$10 million. Any unused portion of \$10 million of the operating portion of the Student Success Funds will be added to the endowment, after funding the current 21 Forward Program and the 2022 Promise Program, along with these additional donations.</p> <p>Brenda explained next steps for executing this program expansion. The Board of Trustees will have an action item tonight, and Dr. Allatia Harris is working on the operational details and putting together a timeline for implementing the roll out of this cohort. Pending Board approval of this item, we will get meetings set up with the superintendents and work with the appropriate people to begin recruiting and marketing to this cohort. Allatia, Robert Merino in Financial Aid, and representatives from student services are putting together detailed information about the first two cohorts. This data will be ready to be shared with the Board of Trustees at their next</p>
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<p>VII.</p>	<p>Update on COVID and Fall Enrollment</p>	<p>Brenda explained the College is up 2% in enrollment compared to fall 2020 and down 2.6% compared to fall 2019. She provided an update on the enrollment initiatives that are underway at the College. The Promise Program 2020 cohort currently has 263 students out of the 493 students who enrolled in fall 2020. The 2021 cohort has 380 students. This fall, we have 2,568 students in the 21 Forward Program, and we had 3,221 students participate in the retake courses program. The College’s new program for workforce students, Fast Track Initiative, has 239 credit and 123 non-credit students enrolled.</p>

		<p>Brenda provided an update on the College’s COVID operations. The College continues to be open with few constraints and remains in compliance with our communicable disease policy. Weekly COVID reports are communicated to all students and employees. Academic courses are currently 42% face-to-face (F2F), 1% hybrid, and 57% online. Technical courses are 54% F2F, 16% hybrid, and 30% online. She reviewed the COVID dashboard and explained the College’s current weekly metrics are a daily average of five new cases and 16 on campus cases between employees and students. She provided a chart with data on the Harris County COVID positivity rate and the Houston Area Hospitals Positivity Rate and stated we are continuing to monitor this information.</p>
VIII.	Review Generation Park Naming Opportunities	<p>Brenda explained there have been a couple of companies interested in naming opportunities at Generation Park, so Dr. Destry Dokes worked with Teri Crawford to put a brochure together. The building naming opportunity is approximately \$2 million, and classroom and lobby naming opportunities range from \$50,000 to \$250,000.</p> <p>The Board was comfortable with this plan.</p>
IX.	Update on State and Federal Legislative Sessions	<p>Brenda provided an update on the State and Federal Legislative sessions. On the Federal side, there was a Maritime Technological Advancement Act that was introduced and passed. On the State side, we are in the third special session. The Texas Association of Community Colleges (TACC) has put together a request for \$325 million in the following programs: Strengthening Community College Capacity for a Stronger Texas (\$250 million) and Texas Reskilling and Upskilling through Education (TRUE) (\$75 million). If the Strengthening Community College Capacity for a Stronger Texas is approved and funded, San Jacinto College would receive approximately \$10 million.</p> <p>Brenda provided an update on the redistricting maps and explained the changes that would impact the College if they are implemented.</p>
X.	Review of Calendar	<p>Brenda reviewed the calendar with the Board of Trustees. She provided a new date for State of the College and explained the reason for changing dates. She reviewed upcoming events and asked the Board of Trustees to let Mandi Reiland know if they</p>

		would like to attend. She explained a strategic planning retreat needs to be scheduled and Mandi will be sending date options.
XI.	Adjournment	Chair Marie Flickinger adjourned the meeting at 6:55 p.m.