

San Jacinto Community College District
Regular Board Meeting Minutes
November 6, 2023

The Board of Trustees of the San Jacinto Community College District met at 7:00 p.m. for a regularly scheduled Board meeting on Monday, November 6, 2023, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

Attendance

Members: Dr. Michelle Cantú-Wilson, Marie Flickinger, John Moon, Jr., Dan Mims, Erica Davis Rouse, Keith Sinor, Larry Wilson

Chancellor: Dr. Brenda Hellyer

Others Present: Amy Arrowood, Rhonda Bell, Teri Crawford, Matt Crow, Destry Dokes, Chris Duke, Amanda Fenwick, Rachel Garcia, Allatia Harris, Damon Harris, Jerry Ivins, Sallie Kay Janes, Matt Keim, Aaron Knight, DeRhonda McWaine, Lamar McWaine, Kevin Morris, Alexander Okwonna, Joe Pena, Joellen Price, JR Ragaisis, Mandi Reiland, Shelley Rinehart, Kelly Saenz, Chuck Smith, Janice Sullivan, Ken Tidwell, Melissa Trevizo, Niki Whiteside, Van Wigginton, Chris Wild, Laurel Williamson, Teri Zamora

I. Call the Meeting to Order

Chair Flickinger called the regular meeting of the Board of Trustees to order at 7:07 p.m.

II. Roll Call of Board Members

Chair Flickinger conducted a roll call of the Board members.

Dr. Michelle Cantú-Wilson
Erica Davis Rouse, Assistant Secretary
Marie Flickinger, Chair
Dan Mims
John Moon, Jr., Vice Chair
Keith Sinor, Secretary
Larry Wilson

III. Invocation and Pledge to the Flags

The invocation was given by Dr. Allatia Harris. The pledges to the American and Texas flags were led by John Moon, Jr.

IV. Special Announcements, Recognitions, Introductions, and Presentations

1. Van Wigginton recognized Dr. Jerry Ivins for being named as the Texas Education Theatre Association Educator of the Year.

2. Dr. Allatia Harris recognized Coach Kelly Saenz for admission to Eastern Kentucky University's Hall of Fame.
3. Dr. Allatia Harris recognized Captain Amy Arrowood for being named Marine Log's Top Women in Maritime for 2023.
4. Board Members Dr. Michelle Cantú-Wilson and Dan Mims provided an update on the recent Association of Community College Trustees (ACCT) Leadership Congress. They also recognized the College and Board of Trustees for receiving the ACCT Western Region Equity Award.

V. Student Success Presentations

Shelley Rinehart and Dr. Sallie Kay Janes presented on Career and Workforce Pathways.

VI. Communications to the Board of Trustees

1. Dr. Michelle Cantú-Wilson appointed to National Assessment Governing Board.
2. Marie Flickinger was recently recognized as the inaugural honoree of the first annual gala by the St. Luke the Evangelist Catholic Church.
3. Dan Mims reelected as the Association of Community College Trustees Western Region Chair.
4. A thank you was sent to the Board from Kistner Patton for the plant sent in memory of her grandson.
5. A thank you was sent to the Board from Rusty and Brenda Hellyer for the plant sent in memory of his mother.
6. Included at each Board members place at the dais was the November Opportunity News, Fall 2023 Career Focus, and Fall 2023 Senior Focus.

VII. Public Comment

There were no citizens desiring to speak before the Board.

VIII. Informative Reports to the Board

Chair Flickinger indicated such reports were available in the Board documents and online.

- A. San Jacinto College Financial Statements
 1. San Jacinto College Monthly Financial Statements September 2023
 2. San Jacinto College Monthly Investment Report September 2023
- B. San Jacinto College Foundation Financial Statements - September 2023
- C. Capital Improvement Program as of September 30, 2023
- D. San Jacinto College Building Committee Minutes for October 17, 2023

IX. Consideration of Approval of Amendment to the 2023-2024 Budget for Restricted Revenue and Expenses Relating to Federal, State, and Local Grants/Contracts

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Motion 10310:

Motion moved by Dr. Michelle Cantú-Wilson and motion seconded by Larry Wilson.
Motion carried.

Yeas: Cantú-Wilson, Davis Rouse, Mims, Moon, Jr., Sinor, Wilson
Nays: None

- X. Consideration of Approval of Policy IV.4003.C, Outside Employment – Second Reading

Motion 10311:

Motion moved by Dan Mims and motion seconded by Keith Sinor. Motion carried.

Yeas: Cantú-Wilson, Davis Rouse, Mims, Moon, Jr., Sinor, Wilson
Nays: None

- XI. Consideration of Approval of Employee Relations Related Policies - Second Reading

Motion 10312:

Motion moved by Larry Wilson and motion seconded by John Moon, Jr. Motion carried.

Yeas: Cantú-Wilson, Davis Rouse, Mims, Moon, Jr., Sinor, Wilson
Nays: None

- XII. Consideration of Authorization of the Full-time Salary Schedules for 2023-2024

Motion 10313:

Motion moved by John Moon, Jr. and motion seconded by Erica Davis Rouse. Motion carried.

Yeas: Cantú-Wilson, Davis Rouse, Mims, Moon, Jr., Sinor, Wilson
Nays: None

- XIII. Consideration of Approval of Chancellor's Employment Contract with San Jacinto College District

Motion 10314:

Motion moved by Keith Sinor and motion seconded by Dan Mims. Motion carried.

Yeas: Cantú-Wilson, Davis Rouse, Flickinger, Mims, Moon, Jr., Sinor, Wilson
Nays: None

- XIV. Consideration of Approval of Annexation of Territory Owned by the College Located in the Clear Creek ISD Taxing District

Motion 10315:

Motion moved by Larry Wilson and motion seconded by John Moon, Jr. Motion carried.

Yeas: Cantú-Wilson, Davis Rouse, Flickinger, Mims, Moon, Jr., Sinor, Wilson

Nays: None

XV. Consideration of Purchasing Requests

Purchase Request #1 - Consideration of Delegation of Authority to Contract for Generation Park Expansion Building
\$4,000,000

Purchase Request #2 - Consideration of Delegation of Authority to Contract for South Campus Biomanufacturing HVAC Modifications
300,000

Purchase Request #3 - Consideration of Approval of Additional Funds and Contract Renewal for Turnkey Magazine Services
1,650,000

Purchase Request #4 - Consideration of Approval of Additional Funds and Contract Renewal for Semi-Tractor and Bus Repair
300,000

Purchase Request #5 - Consideration of Approval to Contract for Water Chemical Treatment Services
150,000

Purchase Request #6 - Consideration of Approval to Renew the Contract for Apprenticeship Training Services
148,548

TOTAL OF PURCHASE REQUESTS \$ 6,548,548

Motion 10316:

Motion moved by Dr. Michelle Cantú-Wilson and motion seconded by Dan Mims. Motion carried.

Yeas: Cantú-Wilson, Davis Rouse, Mims, Moon, Jr., Sinor, Wilson

Nays: None

XVI. Consent Agenda

- A. Approval of the Minutes for the October 2, 2023, Workshop, Public Tax Hearing, and Regular Board Meeting
- B. Approval of the Budget Transfers
- C. Approval of Personnel Recommendations, Extra Service Agreements, and Educational Advancement Incentives
- D. Approval of the Affiliation Agreements

E. Approval of the Next Regularly Scheduled Meeting on December 11, 2023

It was determined after approval that the next Board meeting needed to be rescheduled to December 4, 2023 to accommodate trustee schedules.

Motion 10317:

Motion moved by Larry Wilson and motion seconded by Keith Sinor. Motion carried.

Yeas: Cantú-Wilson, Davis Rouse, Mims, Moon, Jr., Sinor, Wilson

Nays: None

XVII. Items for Discussion/Possible Action

There were no additional items discussed.

XVIII. Adjournment

Chair Flickinger adjourned the meeting at 7:53 p.m.