

**San Jacinto College District
Regular Board Meeting Minutes**

December 11, 2017

The Board of Trustees of the San Jacinto Community College District met at 7:00 p.m., Monday, December 11, 2017, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas, for the Regular Board Meeting.

Board of Trustees: Erica Davis Rouse, Assistant Secretary
Marie Flickinger, Chair
Dan Mims, Vice Chair
John Moon, Jr.
Keith Sinor, Secretary
Dr. Ruede Wheeler
Larry Wilson

Chancellor: Brenda Hellyer

Others Present:

Carlos Arellao	Brenda Jones
Joshua Banks	Bryan Jones
Rhonda Bell	Ruth Keenan
Michelle Callaway	Tami Kelly
Pam Campbell	Ann Kokx-Templett
Cristina Cardenas	Kevin McKisson
Janet Cowey	Kevin Morris
Teri Crawford	Wanda Munson
Suzanne Deblanc	Alexander Okwonna
Anita Dewease	Jeff Parks
William Dickerson	Elissa Posway
Chris Duke	Bill Raffetto
Ken English	Martha Robertson
Amanda Fenwick	Keith Robison
George González	Joe Scully
Rebecca Goosen	Kelly Simons
Megan Greene	Rob Stanicic
Jim Griffin	Kimberly Steele
Allatia Harris	Janice Sullivan
Joseph Hebert	Ann Tate
Mini Izaguirre	Eddie Weller
Sallie Kay Janes	Bill Wolfe
Robert Jeter III	
Mark Johnson	

Call the Meeting to order:	Chair Marie Flickinger called the Regular Meeting of the Board of Trustees to order at 7:00 p.m.
Roll Call of Board Members:	Erica Davis Rouse Dan Mims John Moon, Jr. Keith Sinor Dr. Ruede Wheeler Larry Wilson
Invocation and Pledges to the Flags:	The invocation was given by Dr. Alexander Okwonna. The pledges to the American flag and the Texas flag were led by Erica Davis Rouse.
Special Announcements, Recognitions, and Presentations:	<ol style="list-style-type: none"> 1. Dr. Eddie Weller provided an update on the 2016-2017 Honors Program. 2. Dr. Brenda Hellyer recognized Mott Community College for the 2017 Harvey Relief Donations for San Jacinto College Students and Employees.
Student Success Presentations:	<ol style="list-style-type: none"> 1. Michelle Callaway presented an update on Fall 2017 Headcount and FTIC Fall-to-Fall Persistence.
Communications to the Board:	<ol style="list-style-type: none"> 1. A thank you was sent to the Board from Becky Shuttlesworth, for the plant sent in memory of her mother. 2. A thank you was sent to the Board from Kacie Allen, for the plant sent in memory of her grandmother. 3. A thank you was sent to the Board from Nicholas Allen, for the plant sent in memory of his mother. 4. A thank you was sent to the Board from Patricia Bradley, for the plant sent in memory of her mother. 5. A thank you was sent to the Board from Rukiya Akua, for the plant sent in memory of her mother. 6. A copy of the most recent Opportunity News from the Houston Chronicle was presented to the Board. 7. A copy of the Greater Houston Partnership 2018 Houston Employment Forecast was presented to the Board. 8. Dr. Hellyer announced that Kenneth English, AECOM project manager, is retiring and expressed the College's thanks for his support and congratulations on his retirement.
Hearing of Such Citizens or Groups of Citizens Desiring to be Heard Before the Board:	There were no citizens desiring to be heard before the Board.

Informative Reports:

Chair Marie Flickinger indicated such reports were in the Board documents.

- A. San Jacinto College Financial Statement
- B. San Jacinto College Foundation Financial Statements
- C. Capital Improvement Program
- D. San Jacinto College Building Committee Minutes

**Motion 9825
Consideration of
Approval of
Amendment to
the 2017-2018
Budget for
Restricted
Revenue and
Expenses Relating
to Federal and
State Grants**

Motion was made by Dr. Ruede Wheeler, seconded by Keith Sinor, for Approval of Amendment to the 2017-2018 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants.

Motion Carried.

Yeas: Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson

Nays: None

**Motion 9826
Consideration of
Approval of
Interlocal
Agreement
Between San
Jacinto
Community
College District
and College of the
Mainland**

Motion was made by John Moon, Jr., seconded by Larry Wilson for approval of Interlocal Agreement Between San Jacinto Community College District and College of the Mainland.

Motion Carried.

Yeas: Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson

Nays: None

**Motion 9827
Consideration of
Approval of
Interlocal
Agreement
Between San
Jacinto
Community
College District
and Houston-
Galveston Area
Council**

Motion was made by Dr. Ruede Wheeler, seconded by Erica Davis Rouse, for approval of Interlocal Agreement Between San Jacinto Community College District and Houston-Galveston Area Council.

Motion Carried.

Yeas: Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson

Nays: None

Motion 9828
Consideration of
A Resolution For
Casting A Ballot
For The Election
Of A Peron To
The Board of
Directors Of The
Harris County
Appraisal District

Motion was made by John Moon, Jr., seconded by Larry Wilson for approval of a Resolution For Casting A Ballot For The Election Of A Person To The Board of Directors Of The Harris County Appraisal District.

Motion Carried.

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

Motion 9829
Consideration of
Approval of 2018-
2019 Academic
Calendar

Motion was made by Dan Mims, seconded by Erica Davis Rouse, for approval of 2018-2019 Academic Calendar.

Motion Carried.

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

Motion 9830
Consideration of
Acceptance of the
2016-2017
Comprehensive
Annual Financial
Report

Motion was made by Keith Sinor, seconded by Dan Mims, for acceptance of the 2016-2017 Comprehensive Annual Financial Report.

Motion Carried.

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

Motion 9831
Consideration of
Approval to Sell
Surplus Real
Estate Located in
University Park,
Clear Lake Area

Motion was made by John Moon, Jr., seconded by Dan Mims, for approval to Sell Surplus Real Estate Located in University Park, Clear Lake Area.

Motion Carried.

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

Motion 9832
Consideration of
Approval of the
Awarding of a
Posthumous
Degree

Motion was made by Larry Wilson, seconded by Erica Davis Rouse, for Approval of the Awarding of a Posthumous Degree.

Motion Carried.

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

Consideration of Approval of Policy #: Public Relations – First Reading Informational item on Policy (##), Public Relations – First Reading. Policy number will be added prior to second reading.
No vote needed.

Consideration of Approval of Policy #: Alcohol Usage at Events on College Property – First Reading Informational item on Policy (##), Alcohol Usage at Events on College Property – First Reading. Policy number will be added prior to second reading.
No vote needed.

Motion 9833 Consideration of Purchasing Requests Motion was made by Dan Mims, seconded by Dr. Ruede Wheeler for approval of the purchasing requests.

CSP #18-14 College-Wide ILC Data Rooms	\$625,316
RFP #18-05 Custodial Services	3,102,401
RFQ #18-15 Minor Projects Architect Services Pool	150,000
Purchase Request #1 Additional Funds for Custodial Services	765,000
Purchase Request #2 Temporary Personnel Services	350,000
Purchase Request #3 Purchase Fleet Vehicles	310,000
Purchase Request #4 Renew Promotional Items Contracts	300,000
Purchase Request #5 Renew the Contract for Printing Collaterals	235,000
Purchase Request #6 Renew Contract for Steel Supplies	90,000
Purchase Request #7 Architectural Programming Services for the Central Campus Davison Technical Building	75,250

Purchase Request #8	
Purchase Graduation Event License	66,300
Purchase Request #9	
Renew the Contract for Commercial Truck	
Repair Services	50,000
Purchase Request #10	
Delegation of Authority - Method of Procurement	-
TOTAL OF PURCHASE REQUESTS	\$2,241,550

Motion Carried.

Yeas: Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson

Nays: None

**Motion 9824
Consent Agenda**

Motion was made by Larry Wilson, seconded by Erica Davis Rouse, to approve the consent agenda.

- A. Approval of the Minutes for the November 6, 2017 Board Workshop and Regular Board Meeting
- B. Approval of the Budget Transfers
- C. Approval of Personnel Recommendations
- D. Approval of the Affiliation Agreements
- E. Approval of the Next Regularly Scheduled Meeting

Motion Carried.

Yeas: Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson

Nays: None

**Items for
Discussion/
Possible Action**

There were no additional items discussed.

Adjournment:

Meeting Adjourned at 7:42 p.m.