

***Board of Trustees  
Meeting***

***November 7, 2022***

**NOTICE OF MEETING  
BOARD OF TRUSTEES  
SAN JACINTO COMMUNITY COLLEGE DISTRICT**

The Board of Trustees of the San Jacinto Community College District will meet for a Board workshop at 5:00 p.m., Monday, November 7, 2022, in Room 201 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

The live-stream of this meeting can be accessed as follows:

[www.sanjac.edu/board-meeting-videos](http://www.sanjac.edu/board-meeting-videos)

The open portions of this meeting will be recorded and made available to the public on the College's website.

**BOARD WORKSHOP  
AGENDA**

- I. Call the Meeting to Order**
- II. Roll Call of Board Members**
- III. 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:**
  - 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.
  - 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.
- IV. Reconvene in Open Meeting**
- V. Review of Proposal to Update College's Contribution Rate to the Optional Retirement Program**
- VI. Discuss Upcoming Proposal to Provide Employee's Dependents with Tuition Assistance at San Jacinto College**
- VII. Review Recommended Adjustments to Capital Budget**
- VIII. Update on Exploration of AAS Program and Non-Credit Training in Biopharma Manufacturing**
- IX. Update on State and Federal Legislative Sessions and the Texas Commission on Community College Finance**
- X. Discuss Anders Gym Memorabilia**
- XI. Review of Calendar**
- XII. General Discussion of Meeting Items**

## a. Additional Purchasing Support Documents

### XIII. Adjournment

#### Additional Closed Session Authority

If, during the course of the meeting covered by this Notice, the Board should determine that a closed or executive meeting or session of the Board should be held or is required in relation to any items included in this Notice, then such closed or executive meeting or session as authorized by Section 551.001 et seq. of the Texas Government Code (the Open Meetings Act) will be held by the Board at that date, hour and place given in this Notice or as soon after the commencement of the meeting covered by the Notice as the Board may conveniently meet in such closed or executive meeting or session concerning any and all subjects and for any and all purposes permitted by Sections 551.071, inclusive, of the Open Meetings Act, including, but not limited to:

Section 551.071 – For the purpose of a private consultation with the Board’s attorney on any or all subjects or matters authorized by law.

Section 551.072 – For the purpose of discussing the purchase, exchange, lease or value of real property.

Section 551.073 – For the purpose of considering a negotiated contract for a prospective gift or donation.

Section 551.074 – 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.

Section 551.076 – To consider the deployment, or specific occasions for implementation, of security personnel or devices.

Section 551.084 – For the purpose of excluding a witness or witnesses from a hearing during examination of another witness.

Section 551.087– To discuss or deliberate regarding commercial or financial information that the Board has received from a business prospect that the Board seeks or may seek to have locate, stay, or expand in or near the territory of the College and with which the Board is conducting economic development negotiations or to deliberate the offer of a financial or other incentive to such business prospect.

Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed or executive meeting or session, then such final action, final decision, or final vote shall be at either:

- A. The open meeting covered by this Notice upon the reconvening of the public meeting, or
- B. At a subsequent public meeting of the Board upon notice thereof, as the Board shall determine.

#### Certification as to Posting or Giving of Notice

On this day, November 3, 2022, this notice was posted to the College’s website, on a bulletin board located at a place convenient to the public at the administrative building of the San Jacinto Community College District, 4624 Fairmont Parkway, Pasadena, Texas, and is readily accessible to the public upon request.

**NOTICE OF MEETING  
BOARD OF TRUSTEES  
SAN JACINTO COMMUNITY COLLEGE DISTRICT**

The Board of Trustees of the San Jacinto Community College District will meet for a regularly scheduled Board meeting at 7:00 p.m. on Monday, November 7, 2022, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

The live-stream of this meeting can be accessed as follows:

[www.sanjac.edu/board-meeting-videos](http://www.sanjac.edu/board-meeting-videos)

An electronic copy of the agenda packet is available on the College’s website as follows:

[www.sanjac.edu/board-meeting-agendas](http://www.sanjac.edu/board-meeting-agendas)

Members of the public who desire to address the Board must comply with the following registration procedures:

A link to a public comments form is available at: [www.sanjac.edu/request-speak-to-board](http://www.sanjac.edu/request-speak-to-board)

The form must be completed prior to 11:00 a.m. on November 7, 2022. After completion of the form, the requestor will be contacted with further instructions. Registered participants will be allotted five minutes to address the Board of Trustees during the “Public Comment” portion of the meeting. Discussion shall be addressed to the Board Chair and the entire membership of the Board. Discussion shall be limited solely to the matter indicated on the request form. Members of the Board of Trustees and/or administration may not comment or deliberate during a public comment period at the meeting except to state that the Chancellor or designee may follow-up, when appropriate.

The open portions of this meeting will be recorded and made available to the public on the College’s website.

Any questions regarding this meeting notice can be directed to Mandi Reiland, Manager of Executive Operations for the Chancellor and Board of Trustees at [mandi.reiland@sjcd.edu](mailto:mandi.reiland@sjcd.edu).

**BOARD MEETING  
AGENDA**

- I. Call the Meeting to Order**
- II. Roll Call of Board Members**
- III. Moment of Silence, Invocation, and Pledge to the Flags**
- IV. Special Announcements, Recognitions, Introductions, and Presentations**

Recognition of the Outgoing and Incoming Officers of the Faculty Senate, Staff Organization, and Administrative Organization      Brenda Hellyer

Update on the Association of Community College Trustees Leadership Congress      Dan Mims

**V. Student Success Presentations**

High School Capture Rate (through Lens of Equity)

Allatia Harris  
George González

**VI. Communications to the Board of Trustees**

**VII. Public Comment**

**VIII. Informative Reports to the Board**

A. San Jacinto College Financial Statements

a. San Jacinto College Financial Statements September 2022

b. San Jacinto College Monthly Investment Report September 2022

B. San Jacinto College Foundation Financial Statements

C. Capital Improvement Program

**ACTION ITEMS**

**IX. Consideration of Approval of Amendment to the 2022-2023 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants**

**X. Consideration of Approval of Policy II.2001.A, Substantive Change – Second Reading**

**XI. Consideration of Approval to Increase Contribution Rate for the Optional Retirement Program**

**PURCHASING REQUESTS**

**XII. Consideration of Purchasing Requests**

**CONSENT AGENDA**

**XIII. Consent Agenda**

(Any item placed on the consent agenda shall be removed and taken up as a separate matter, if so requested by any member of the Board, otherwise all items will be voted on with one (1) motion.)

**A. Approval of the Minutes for the October 3, 2022, Workshop and Regular Board Meeting**

**B. Approval of the Budget Transfers**

**C. Approval of Personnel Recommendations, Extra Service Agreements, and 2022 Educational Advancement Incentives**

**D. Approval of the Affiliation Agreements**

**E. Approval of the Next Regularly Scheduled Meeting**

**XIV. Items for Discussion/Possible Action**

(Items removed from the Consent Agenda or items discussed in closed session, will be considered at this time)

**XV. Adjournment**

**Closed Session Authority**

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relation to any items included in this Notice, then such closed or executive meeting or session as authorized by Section 551.001 *et seq.* of the Texas Government Code (the Open Meetings Act) will be held by the Board at that date, hour and place given in this Notice or as soon after the commencement of the meeting covered by the Notice as the Board may conveniently meet in such closed or executive meeting or session concerning any and all subjects and for any and all purposes permitted by Sections 551.071, inclusive, of the Open Meetings Act, including, but not limited to:

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Section 551.084 – For the purpose of excluding a witness or witnesses from a hearing during examination of another witness.

Section 551.087 – To discuss or deliberate regarding commercial or financial information that the Board has received from a business prospect that the Board seeks or may seek to have locate, stay, or expand in or near the territory of the College and with which the Board is conducting economic development negotiations or to deliberate the offer of a financial or other incentive to such business prospect.

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Brenda Hellyer, Ed.D.

San Jacinto College Financial Statements  
September 2022

San Jacinto Community College District  
Preliminary Statement of Net Position  
September 30,

<u>Assets</u>	<u>2023</u>	<u>2022</u>
Current assets:		
Cash and cash equivalents	\$ 69,501,695	\$ 85,957,444
Investments	20,705,231	-
Accounts receivable - taxes	5,838,707	5,133,243
Accounts receivable	22,906,992	14,393,559
Deferred charges	3,033,130	2,215,259
Inventories	422,438	366,250
Total current assets	<u>122,408,194</u>	<u>108,065,753</u>
Noncurrent assets:		
Restricted cash and cash equivalents	85,667,245	90,853,566
Capital assets, net	<u>713,329,154</u>	<u>705,043,307</u>
Total noncurrent assets	<u>798,996,399</u>	<u>795,896,873</u>
Total assets	<u>921,404,593</u>	<u>903,962,627</u>
Deferred outflows of resources:		
Deferred outflow related to pensions	15,050,400	19,261,910
Deferred outflow related to OPEB	19,407,723	7,922,261
Deferred outflow related to defeased debt	<u>5,417,408</u>	<u>6,462,013</u>
Total deferred outflows of resources	<u>39,875,531</u>	<u>33,646,184</u>
<u>Liabilities</u>		
Current liabilities:		
Accounts payable	13,036,327	16,224,690
Accrued liabilities	3,382,097	3,716,387
Accrued compensable absences and deferred compensation	2,429,062	2,399,843
Deferred revenues	<u>488,478</u>	<u>491,732</u>
Total current liabilities	<u>19,335,964</u>	<u>22,832,652</u>
Noncurrent liabilities:		
Net pension liability	20,637,425	45,813,261
Net OPEB liability	112,279,723	107,343,289
Bonds and notes payable	<u>670,235,860</u>	<u>639,865,689</u>
Total noncurrent liabilities	<u>803,153,009</u>	<u>793,022,239</u>
Total liabilities	<u>822,488,972</u>	<u>815,854,892</u>
Deferred inflows of resources:		
Deferred inflows related to pensions	27,619,258	7,949,319
Deferred inflows related to OPEB	<u>18,658,275</u>	<u>18,127,443</u>
Total deferred inflows of resources	<u>46,277,533</u>	<u>26,076,762</u>
<u>Net assets</u>		
Beginning of year - audited	80,506,210	84,158,310
Current year addition	<u>11,280,408</u>	<u>11,518,847</u>
Total net position	<u>\$ 91,786,618</u>	<u>\$ 95,677,157</u>

The year-end financial statements for August 31, 2022 are not final. They are pending closing adjustments and final audit review which should be complete in mid-December and may impact beginning balances for fiscal year 2022-2023.



San Jacinto Community College District  
Preliminary Statement of Revenues, Expenditures and Changes in Net Position  
For the One Month Ended September 30, 2022

11 Unrestricted Funds	Adjusted Budget	Actual 8.3%	% Actual to Adjusted Budget	PY YTD Actual	% of 8/31/22 Actual
<b>Revenues</b>					
State Appropriations	\$ 41,307,653	\$ 4,956,919	12.00%	\$ 4,956,920	12.00%
Local Taxes - Maintenance & Operations	79,500,000	79,938	0.10%	75,545	0.10%
Credit Tuition	63,600,000	26,420,414	41.54%	26,624,585	45.42%
Credit Exemptions & Waivers	(8,670,000)	(3,720,775)	42.92%	(3,743,481)	47.48%
Continuing Education					
CPET	525,000	45,139	8.60%	1,466	0.54%
Maritime Transportation	1,500,000	194,122	12.94%	185,880	12.15%
Continuing Professional Development (CPD)	6,000,000	708,362	11.81%	707,439	13.76%
Continuing Education Exemptions & Waivers	(72,000)	(5,754)	7.99%	(11,765)	26.39%
Bad Debt	(700,000)	(58,352)	8.34%	(116,667)	16.65%
Sales & Services	1,740,000	170,366	9.79%	133,496	5.25%
Insurance Proceeds - Winter Storm	-	-	-	-	-
Investment Income	1,000,000	168,308	16.83%	4,422	0.80%
HEERF Lost Revenue	7,600,000	-	-	-	-
<b>Total Revenues</b>	<b>193,330,653</b>	<b>28,958,687</b>	<b>14.98%</b>	<b>28,817,841</b>	<b>15.71%</b>
<b>Expenditures</b>					
Instruction	76,811,133	6,983,126	9.09%	6,489,050	8.66%
Public Service	327,579	144	0.04%	-	-
Academic Support	19,524,669	1,953,175	10.00%	1,968,131	13.28%
Student Services	18,652,071	979,003	5.25%	942,427	6.17%
Institutional Support	52,807,827	3,266,814	6.19%	3,434,954	7.71%
Physical Plant	21,467,739	691,052	3.22%	847,158	4.17%
<b>Total Expenditures</b>	<b>189,591,018</b>	<b>13,873,314</b>	<b>7.32%</b>	<b>13,681,721</b>	<b>8.04%</b>
<b>Transfers Among Funds</b>					
Transfers In	-	-	-	-	-
Transfers Out	3,739,635	14,712	0.39%	12,587	0.36%
<b>Net Increase (Decrease) in Net Position</b>	<b>\$ -</b>	<b>\$ 15,070,661</b>		<b>\$ 15,123,533</b>	

San Jacinto Community College District  
Preliminary Statement of Revenues, Expenditures and Changes in Net Position  
For the One Month Ended September 30, 2022

Federal Restricted Funds	Adjusted Budget	Actual 8.3%	% Actual to Adjusted Budget	PY YTD Actual	% of 8/31/22 Actual
Revenues					
Grants	\$ 76,485,743	11,538,015	15.09%	24,531,942	28.07%
<b>Total Revenues</b>	<b>76,485,743</b>	<b>11,538,015</b>	<b>15.09%</b>	<b>24,531,942</b>	<b>28.07%</b>
Expenditures					
Instruction	902,249	34,235	3.79%	6,771	0.81%
Public Service	159,256	20,785	13.05%	19,178	10.43%
Academic Support	10,039,243	183,300	1.83%	122,621	2.51%
Student Services	2,318,859	588,560	25.38%	41,878	1.48%
Institutional Support	15,695,796	172,906	1.10%	107,339	0.58%
Physical Plant	964,311	-	-	-	-
Scholarships and Fellowships	46,406,029	10,538,229	22.71%	24,234,155	40.32%
<b>Total Expenditures</b>	<b>76,485,742</b>	<b>11,538,015</b>	<b>15.09%</b>	<b>24,531,942</b>	<b>28.07%</b>
Transfers Among Funds					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Net Increase (Decrease) in Net Position</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>	

San Jacinto Community College District  
Preliminary Statement of Revenues, Expenditures and Changes in Net Position  
For the One Month Ended September 30, 2022

State Restricted Funds	Adjusted Budget	Actual 8.3%	% Actual to Adjusted Budget	PY YTD Actual	% of 8/31/22 Actual
<b>Revenues</b>					
State Paid Benefits	\$ 11,862,735	996,769	8.40%	\$ 993,805	8.45%
Grants	3,902,604	743,391	19.05%	953,365	35.34%
<b>Total Revenues</b>	<b>15,765,339</b>	<b>1,740,159</b>	<b>11.04%</b>	<b>1,947,170</b>	<b>13.47%</b>
<b>Expenditures</b>					
Instruction	6,976,436	605,490	8.68%	664,391	10.52%
Public Service	2,588	2,588	100.00%	-	-
Academic Support	1,495,133	124,802	8.35%	90,788	6.29%
Student Services	1,503,120	127,522	8.48%	128,263	7.16%
Institutional Support	3,064,246	167,823	5.48%	113,887	4.34%
Scholarships and Fellowships	2,723,816	711,935	26.14%	949,841	42.52%
<b>Total Expenditures</b>	<b>15,765,339</b>	<b>1,740,159</b>	<b>11.04%</b>	<b>1,947,170</b>	<b>13.47%</b>
<b>Transfers Among Funds</b>					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Net Increase (Decrease) in Net Position</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>	

San Jacinto Community College District  
Preliminary Statement of Revenues, Expenditures and Changes in Net Position  
For the One Month Ended September 30, 2022

Local Restricted Funds	Adjusted Budget	Actual 8.3%	% Actual to Adjusted Budget	PY YTD Actual	% of 8/31/22 Actual
Revenues					
Grants	\$ 3,862,605	2,144,064	55.51%	1,388,260	25.45%
<b>Total Revenues</b>	<b>3,862,605</b>	<b>2,144,064</b>	<b>55.51%</b>	<b>1,388,260</b>	<b>25.45%</b>
Expenditures					
Instruction	45,079	-	-	-	-
Public Service	211,540	14,712	6.95%	12,632	6.86%
Academic Support	14,884	210	1.41%	118,327	26.23%
Student Services	49,600	-	-	4,242	21.71%
Institutional Support	3,112	17	0.54%	5,343	16.45%
Physical Plant	250,000	-	-	-	-
Scholarships and Fellowships	3,758,224	2,142,132	57.00%	1,239,407	25.46%
<b>Total Expenditures</b>	<b>4,332,440</b>	<b>2,157,071</b>	<b>49.79%</b>	<b>1,379,951</b>	<b>24.45%</b>
Transfers Among Funds					
Transfers In	(469,835)	(14,712)	3.13%	(12,587)	6.46%
Transfers Out	-	-	-	-	-
<b>Net Increase (Decrease) in Net Position</b>	<b>\$ -</b>	<b>\$ 1,705</b>		<b>\$ 20,897</b>	

San Jacinto Community College District  
Preliminary Statement of Revenues, Expenditures and Changes in Net Position  
For the One Month Ended September 30, 2022

27 Texas Public Education Grant	Adjusted Budget	Actual 8.3%	% Actual to Adjusted Budget	PY YTD Actual	% of 8/31/22 Actual
<b>Revenues</b>					
Tuition - Credit & Non Credit	\$ 3,100,000	\$ 1,268,415	40.92%	\$ 1,261,203	44.00%
<b>Total Revenues</b>	<b>3,100,000</b>	<b>1,268,415</b>	<b>40.92%</b>	<b>1,261,203</b>	<b>44.00%</b>
<b>Expenditures</b>					
Scholarships and Fellowships	3,100,000	653,744	21.09%	860,362	25.97%
<b>Total Expenditures</b>	<b>3,100,000</b>	<b>653,744</b>	<b>21.09%</b>	<b>860,362</b>	<b>25.97%</b>
<b>Transfers Among Funds</b>					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Net Increase (Decrease) in Net Position</b>	<b>\$ -</b>	<b>\$ 614,672</b>		<b>\$ 400,841</b>	

San Jacinto Community College District  
Preliminary Statement of Revenues, Expenditures and Changes in Net Position  
For the One Month Ended September 30, 2022

28 Private Gifts and Donations	Adjusted Budget	Actual 8.3%	% Actual to Adjusted Budget	PY YTD Actual	% of 8/31/22 Actual
<b>Revenues</b>					
Sales & Services	\$ -	-	-	\$ -	-
<b>Total Revenues</b>	<b>-</b>	<b>-</b>		<b>-</b>	<b>-</b>
<b>Expenditures</b>					
Instruction	-	797	-	241	0.67%
Scholarships and Fellowships	-	-	-	-	-
<b>Total Expenditures</b>	<b>-</b>	<b>797</b>		<b>241</b>	<b>0.67%</b>
<b>Transfers Among Funds</b>					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Net Increase (Decrease) in Net Position</b>	<b>\$ -</b>	<b>(797)</b>		<b>(241)</b>	

San Jacinto Community College District  
Preliminary Statement of Revenues, Expenditures and Changes in Net Position  
For the One Month Ended September 30, 2022

Auxiliary Enterprises	Adjusted Budget	Actual 8.3%	% Actual to Adjusted Budget	PY YTD Actual	% of 8/31/22 Actual
<b>Revenues</b>					
Auxiliary Services	\$ 2,850,000	\$ 464,317	16.29%	\$ 484,484	18.25%
<b>Total Revenues</b>	<b>2,850,000</b>	<b>464,317</b>	<b>16.29%</b>	<b>484,484</b>	<b>18.25%</b>
<b>Expenditures</b>					
Labor	448,392	37,851	8.44%	31,227	5.34%
Benefits	175,375	8,124	4.63%	6,334	5.39%
Supplies	591,087	46,858	7.93%	30,374	6.68%
Travel	156,048	4,992	3.20%	7,141	2.56%
Contracted Services	258,499	53,027	20.51%	22,001	9.31%
Utilities	200	-	0.00%	-	-
Capital Outlay	-	-		-	-
Scholarships and Fellowships	1,170,857	282,565	24.13%	264,003	26.33%
<b>Total Expenditures</b>	<b>2,800,458</b>	<b>433,417</b>	<b>15.48%</b>	<b>361,080</b>	<b>13.50%</b>
<b>Transfers Among Funds</b>					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Net Increase (Decrease) in Net Position</b>	<b>\$ 49,542</b>	<b>\$ 30,900</b>		<b>\$ 123,404</b>	

San Jacinto Community College District  
Preliminary Statement of Revenues, Expenditures and Changes in Net Position  
For the One Month Ended September 30, 2022

Fund 95 Retirement of Indebtedness	Adjusted Budget	Actual 8.3%	% Actual to Adjusted Budget	PY YTD Actual	% of 8/31/22 Actual
<b>Revenues</b>					
Local Taxes - Debt Service	\$ 37,780,067	\$ 38,016	0.10%	\$ 37,827	0.11%
Investment Income	-	978	-	332	0.62%
<b>Total Revenues</b>	<b>37,780,067</b>	<b>38,994</b>	<b>0.10%</b>	<b>38,158</b>	<b>0.11%</b>
<b>Expenditures</b>					
Institutional Support - Principal	18,530,600	-	-	-	-
Institutional Support - Interest	22,519,267	2,066,288	9.18%	2,252,428	9.38%
<b>Total Expenditures</b>	<b>41,049,867</b>	<b>2,066,288</b>	<b>5.03%</b>	<b>2,252,428</b>	<b>6.14%</b>
<b>Transfers Among Funds</b>					
Transfers In	(3,269,800)	-	-	-	-
Transfers Out	-	-	-	-	-
Adjustment for Debt Principal Payment	1 (18,530,600)	-	-	-	-
<b>Net Increase (Decrease) in Net Position</b>	<b>\$ 18,530,600</b>	<b>\$ (2,027,294)</b>		<b>\$ (2,214,270)</b>	

1

Per government accounting practices, capital purchases and principal payments included in the expenditure line items above are subsequently deducted from total year-to-date expenditures and reclassified as an increase or reduction to the appropriate asset or liability line item on the Statement of Net Position.



San Jacinto Community College District  
Preliminary Statement of Revenues, Expenditures and Changes in Net Position  
For the One Month Ended September 30, 2022

Fund 97 Investment in Plant	Adjusted Budget	Actual 8.3%	% Actual to Adjusted Budget	PY YTD Actual	% of 8/31/22 Actual
Expenditures					
Depreciation	\$ 26,800,000	\$ 2,651,545	9.89%	\$ 1,939,651	8.15%
<b>Total Expenditures</b>	<b>26,800,000</b>	<b>2,651,545</b>	<b>9.89%</b>	<b>1,939,651</b>	<b>8.15%</b>
Transfers Among Funds					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Adjustment for Capital Purchases	1 (2,269,411)	(61,503)	2.71%	-	-
<b>Net Increase (Decrease) in Net Position</b>	<b>\$ (24,530,589)</b>	<b>\$ (2,590,042)</b>		<b>\$ (1,939,651)</b>	

1

Per government accounting practices, capital purchases and principal payments included in the expenditure line items above are subsequently deducted from total year-to-date expenditures and reclassified as an increase or reduction to the appropriate asset or liability line item on the Statement of Net Position.

San Jacinto Community College District  
Preliminary Statement of Revenues, Expenditures and Changes in Net Position  
For the One Month Ended September 30, 2022

Combined - All Funds	Adjusted Budget	Actual 8.3%	% Actual to Adjusted Budget	PV YTD Actual	% of 8/31/22 Actual
<b>Revenues</b>					
State Appropriations	\$ 53,170,388	\$ 5,953,688	11.20%	\$ 5,950,725	11.21%
Local Taxes - Maintenance & Operations	79,500,000	79,938	0.10%	75,545	0.10%
Local Taxes - Debt Service	37,780,067	38,016	0.10%	37,827	0.11%
Credit Tuition	66,700,000	27,688,830	41.51%	27,885,788	45.35%
Credit Exemptions & Waivers	(8,670,000)	(3,720,775)	42.92%	(3,743,481)	47.48%
Continuing Education					
CPET	525,000	45,139	8.60%	1,466	0.54%
Maritime Transportation	1,500,000	194,122	12.94%	185,880	12.15%
Continuing Professional Development	6,000,000	708,362	11.81%	707,439	13.76%
Continuing Education Exemptions & Waivers	(72,000)	(5,754)	-	(11,765)	26.39%
Credit Fees	-	-	-	-	-
Bad Debt	(700,000)	(58,352)	8.34%	(116,667)	16.65%
Sales & Services	1,740,000	170,366	9.79%	133,496	5.19%
Insurance Proceeds - Winter Storm	-	-	-	-	-
Investment Income	1,000,000	169,286	16.93%	4,754	0.78%
Investment Income - Restricted Funds	-	180,604	-	4,336	0.76%
HEERF Lost Revenue	7,600,000	-	-	-	-
Auxiliary Services	2,850,000	464,317	16.29%	484,484	18.25%
Grants	80,634,921	12,324,465	15.28%	25,485,307	28.29%
Local Grants	3,616,030	2,101,003	58.10%	1,388,260	25.42%
<b>Total Revenues</b>	<b>333,174,406</b>	<b>46,333,255</b>	<b>13.91%</b>	<b>58,473,393</b>	<b>17.58%</b>
<b>Expenditures</b>					
Instruction	84,734,898	7,623,648	9.00%	7,160,453	8.72%
Public Service	700,963	38,230	5.45%	31,810	7.94%
Academic Support	31,073,929	2,261,486	7.28%	2,299,866	10.65%
Student Services	22,523,649	1,695,085	7.53%	1,116,811	5.60%
Institutional Support	112,620,848	5,673,848	5.04%	5,913,951	5.77%
Physical Plant	22,682,050	691,052	3.05%	847,158	4.16%
Winter Storm	-	-	-	-	0.00%
Scholarships and Fellowships	55,988,069	14,046,039	25.09%	27,283,765	38.69%
Auxiliary Enterprises	2,800,458	433,417	15.48%	361,080	13.50%
Depreciation	26,800,000	2,651,545	9.89%	1,939,651	8.15%
<b>Total Expenditures</b>	<b>359,924,864</b>	<b>35,114,350</b>	<b>9.76%</b>	<b>46,954,546</b>	<b>13.64%</b>
<b>Transfers Among Funds</b>					
Transfers In	(3,739,635)	(14,712)	0.39%	(12,587)	0.36%
Transfers Out	3,739,635	14,712	0.39%	12,587	0.36%
Adjustment for Debt Principal Payment	1	-	-	-	-
Adjustment for Capital Purchases	1	(61,503)	2.71%	-	-
<b>Net Increase (Decrease) in Net Position</b>	<b>\$ (5,950,447)</b>	<b>\$ 11,280,408</b>		<b>\$ 11,518,847</b>	

<sup>1</sup> Per government accounting practices, capital purchases and principal payments included in the expenditure line items above are subsequently deducted from total year-to-date expenditures and reclassified as an increase or reduction to the appropriate asset or liability line item on the Statement of Net Position.

# Capital Improvement Program

San Jacinto Community College District  
Preliminary Statement of Revenues, Expenditures and Changes in Net Position  
For the One Month Ended September 30, 2022

Fund 91 Capital Projects	Adjusted Budget	Actual 8.3%	% Actual to Adjusted Budget	PY YTD Actual	% of 8/31/22 Actual
<b>Revenues</b>					
Investment Income	\$ -	\$ 180,604	-	\$ 4,336	0.76%
<b>Total Revenues</b>	<b>-</b>	<b>180,604</b>	<b>-</b>	<b>4,336</b>	<b>0.76%</b>
<b>Expenditures</b>					
SECO-Energy Conservation Projects	3,290,864	-	-	-	-
Bond Program	79,666,493	-	-	4,595	0.01%
<b>Total Expenditures</b>	<b>82,957,357</b>	<b>-</b>	<b>-</b>	<b>4,595</b>	<b>0.01%</b>
<b>Transfers Among Funds</b>					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Net Increase (Decrease) in Net Position</b>	<b>\$ (82,957,357)</b>	<b>\$ 180,604</b>		<b>\$ (259)</b>	

San Jacinto Community College District  
Preliminary Statement of Revenues, Expenditures and Changes in Net Position  
For the One Month Ended September 30, 2022

Fund 93 Generation Park Clear Lake Land Proceeds	Adjusted Budget	Actual 8.3%	% Actual to Adjusted Budget	PY YTD Actual	% of 8/31/22 Actual
<b>Revenues</b>					
Land Sale Proceeds	-	-	-	-	-
<b>Total Revenues</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Expenditures</b>					
Generation Park	148,820	-	-	-	-
<b>Total Expenditures</b>	<b>148,820</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Transfers Among Funds</b>					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
<b>Net Increase (Decrease) in Net Position</b>	<b>\$ (148,820)</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>	<b>-</b>

San Jacinto College Financial Statements  
Monthly Investment Report  
September 2022

**SAN JACINTO COMMUNITY COLLEGE DISTRICT  
Preliminary Cash, Cash Equivalents, and Investments  
Portfolio Summary Report  
Period Ending September 30, 2022**

		<u>Fair Market Value</u>	<u>Book Value</u>
Beginning Value	September 1, 2022	\$ 178,234,815	\$ 178,263,536
Additions/Subtractions (Net)		(2,415,191)	(2,415,191)
Change in Fair Market Value*		(22,509)	-
Ending Value	September 30, 2022	<u>\$ 175,797,115</u>	<u>\$ 175,848,345</u>

Earnings for the Month of September	\$ 372,400
Weighted Average Maturity at Ending Period Date (Days)	1.00
Weighted Average Earnings Rate	2.5245%
Benchmark - One Year Treasury Yield	4.0500%

\*On investments held to term, it is the policy of San Jacinto College to hold investments to maturity thus mitigating the impact of market losses.

The investment portfolio is in compliance with the Public Funds Investment Act and the College's Investment Policy.

Prepared by:




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Reviewed by:




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Comptroller




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Carin Hutchins  
Associate Vice Chancellor of Finance

Approved by:




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Teri Zamora  
Vice Chancellor of Fiscal Affairs

**SAN JACINTO COMMUNITY COLLEGE DISTRICT**  
**Preliminary Cash, Cash Equivalents, and Investments**  
**Weighted Average to Maturity**  
**September 30, 2022**

Description	Held At	Annualized Interest Rate	Purchase Date	Maturity	Par	Fair Market Value	Book Value	% of Total Portfolio	Days to Maturity	Weighted Avg. Mat.
<b>Short-Term Investments - Unrestricted Funds</b>										
Demand Deposits										
Credit Cards in Transit										
JPMorgan Accounts Payable Disbursements	Heartland	N/A	N/A	10/01/22	N/A	\$ (4,926)	\$ (4,926)	0.00%	1	0.00
JPMorgan Operating	JPMorgan Chase Bank	N/A	N/A	10/01/22	N/A	(512,282)	(512,282)	-0.29%	1	0.00
JPMorgan Payroll	JPMorgan Chase Bank	N/A	N/A	10/01/22	N/A	6,808,702	6,808,702	3.87%	1	0.04
JPMorgan Worker's Comp	JPMorgan Chase Bank	N/A	N/A	10/01/22	N/A	(21,758)	(21,758)	-0.01%	1	0.00
Petty Cash	Campus Business Offices	N/A	N/A	10/01/22	N/A	(2,090)	(2,090)	0.00%	1	0.00
						19,167	19,167	0.01%	1	0.00
<b>Pool Accounts</b>										
LSJP Corporate Overnight Plus Fund - Operating Funds	Lone Star Investment Pool	2.6774%	N/A	10/01/22	N/A	66,596,171	66,596,171	37.87%	1	0.38
TexPool - Operating	TexPool	2.4126%	N/A	10/01/22	N/A	155,632	155,632	0.09%	1	0.00
TexPool - PRIME - Operating	TexPool	2.6131%	N/A	10/01/22	N/A	-	-	0.00%	1	0.00
<b>Investments</b>										
US Treasury Note, CUSIP 9128284U1	BNY Mellon	2.871%	06/23/22	06/30/23	\$ 5,000,000	\$ 4,946,700	\$ 4,987,713	2.84%	273	0.03
US Treasury Note, CUSIP 912828N30	BNY Mellon	2.518%	06/29/22	12/31/22	5,000,000	4,983,050	4,990,234	2.84%	92	0.03
US Agency Note, CUSIP 313385M60	BNY Mellon	2.144%	07/06/22	10/31/22	5,000,000	4,988,400	4,965,875	2.82%	31	0.03
US Agency Note, CUSIP 3135GOT94	BNY Mellon	2.580%	07/07/22	01/16/23	5,000,000	4,980,600	4,994,582	2.84%	108	0.03
Certificate of Deposit, CUSIP 02569ADC3	BNY Mellon	2.700%	07/20/22	07/20/23	243,000	239,085	243,000	0.14%	293	0.00
Certificate of Deposit, CUSIP 89841MAD9	BNY Mellon	2.850%	07/19/22	07/19/23	249,000	245,281	249,000	0.14%	292	0.00
Certificate of Deposit, CUSIP 909557JT8	BNY Mellon	2.750%	07/22/22	07/21/23	249,000	245,058	249,000	0.14%	294	0.00
<b>Short-Term Investments - Restricted (Bond) Funds</b>										
<b>Pool Accounts</b>										
LSJP Corporate Overnight Plus Fund - 2008 GOB Bond Proceeds	Lone Star Investment Pool	2.6774%	N/A	10/01/22	N/A	171,923	171,923	0.10%	1	0.00
LSJP Corporate Overnight Plus Fund - GOB Debt Service	Lone Star Investment Pool	2.6774%	N/A	10/01/22	N/A	476,763	476,763	0.27%	1	0.00
LSJP Corporate Overnight Plus Fund - 2004 Bond Earnings	Lone Star Investment Pool	2.6774%	N/A	10/01/22	N/A	817,859	817,859	0.47%	1	0.00
LSJP Corporate Overnight Plus Fund - 2007 Bond Earnings	Lone Star Investment Pool	2.6774%	N/A	10/01/22	N/A	180,703	180,703	0.10%	1	0.00
LSJP Corporate Overnight Plus Fund - 2008 Bond Earnings	Lone Star Investment Pool	2.6774%	N/A	10/01/22	N/A	852,321	852,321	0.48%	1	0.00
LSJP Corporate Overnight Plus Fund - 2009 Bond Earnings	Lone Star Investment Pool	2.6774%	N/A	10/01/22	N/A	1,577,845	1,577,845	0.90%	1	0.01
LSJP Corporate Overnight Plus Fund - 2011 Bond Earnings	Lone Star Investment Pool	2.6774%	N/A	10/01/22	N/A	931,768	931,768	0.53%	1	0.01
LSJP Corporate Overnight Plus Fund - 2022 Bond Proceeds	Lone Star Investment Pool	2.6774%	N/A	10/01/22	N/A	40,325,016	40,325,016	22.93%	1	0.23
TexPool PRIME - 2021 Bond Proceeds	TexPool	2.6131%	N/A	10/01/22	N/A	36,796,127	36,796,127	20.92%	1	0.21
						\$ 175,797,115	\$ 175,848,345	100.00%		1.00

**Grand Total - Cash, Cash Equivalents, and Investments**

Weighted Average to Maturity at Ending Period Date (Days)	ACFR, Note 4
Petty cash on hand	0.01%
Investment pools	84.69%
Bank deposits - demand deposits	3.58%
U. S. government securities & CDs	11.73%
Total cash, cash equivalents, and investments	100.00%

The year-end balances for August 31, 2022 are not final. They are pending year end closing adjustments and should be complete by mid-December.



**SAN JACINTO COMMUNITY COLLEGE DISTRICT**  
Preliminary Cash, Cash Equivalents, and Investments  
Inventory Holdings Report  
September 30, 2022

Description	Held At	Annualized Interest Rate	Maturity	8/30/2022		9/30/2022		9/30/2022		Unrealized Gain/Loss	September through September Earnings
				Ending Fair Market Value	Ending Book Value	Ending Fair Market Value	Ending Book Value	Additions/Subtractions and Changes in Fair Market Value For the Month			
<b>Short-Term Investments - Unrestricted Funds</b>											
<b>Demand Deposits</b>											
Credit Card in Transit											
JPMorgan Accounts Payable Disbursements	Heartland	N/A	10/01/22	\$ 50,687	\$ 50,687	\$ (4,926)	\$ (4,926)	\$ (55,613)	\$	\$	\$
JPMorgan Operating	JPMorgan Chase Bank	N/A	10/01/22	(1,399,007)	(1,399,007)	(512,282)	(512,282)	886,725	N/A	N/A	N/A
JPMorgan Payroll	JPMorgan Chase Bank	N/A	10/01/22	4,777,078	4,777,078	6,808,702	6,808,702	2,031,624	N/A	N/A	N/A
JPMorgan Worker's Comp	JPMorgan Chase Bank	N/A	10/01/22	(21,045)	(21,045)	(21,045)	(21,045)	(713)	N/A	N/A	N/A
Petty Cash	JPMorgan Chase Bank	N/A	10/01/22	(1,655)	(1,655)	(2,090)	(2,090)	(435)	N/A	N/A	N/A
Sub Total Demand Deposits	Campus Business Offices	N/A	10/01/22	19,167	19,167	19,167	19,167	2,861,588	\$	\$	\$
				3,425,225	3,425,225	6,266,813	6,266,813	2,861,588	N/A	N/A	N/A
<b>Pool Accounts</b>											
TexPool - Operating	TexPool	2.4126%	10/01/22	\$	\$	155,632	155,632	41,399	NA	\$	797
TexPool PRIME - Operating	TexPool	2.6131%	10/01/22	\$	\$	66,596,171	66,596,171	(3,791,621)	NA	\$	-
LSP Corporate Overnight Plus Fund - Operating Funds	Lone Star Investment Pool	2.6774%	10/01/22	\$	\$	66,751,803	66,751,803	(3,750,222)	NA	\$	149,488
Sub Total Pool Accounts				70,387,792	70,387,792	66,751,803	66,751,803	(3,791,621)	NA	\$	150,285
				70,502,025	70,502,025	66,751,803	66,751,803	(3,750,222)	NA	\$	150,285
<b>Investments</b>											
US Treasury Note, CUSIP 9128284U1	BNY Mellon	2.871%	06/30/23	\$ 5,000,000	\$ 4,972,050	\$ 4,987,713	\$ 4,987,713	(25,350)	(25,350)	\$	10,938
US Treasury Note, CUSIP 912828N30	BNY Mellon	2.518%	12/31/22	5,000,000	4,984,550	4,983,050	4,980,234	(1,500)	(1,500)	\$	8,854
US Agency Note, CUSIP 313385M60	BNY Mellon	2.144%	10/31/22	5,000,000	4,976,500	4,965,875	4,968,400	9,900	9,900	\$	8,750
US Agency Note, CUSIP 313550T84	BNY Mellon	2.580%	07/16/23	5,000,000	4,982,400	4,980,600	4,984,562	(1,800)	(1,800)	\$	9,896
Certificate of Deposit, CUSIP 02589ADQ3	BNY Mellon	2.700%	07/30/23	243,000	243,000	239,085	243,000	(2,199)	(2,199)	\$	547
Certificate of Deposit, CUSIP 8841MAD9	BNY Mellon	2.850%	07/19/23	249,000	246,357	245,281	249,000	(1,276)	(1,276)	\$	816
Certificate of Deposit, CUSIP 909557J16	BNY Mellon	2.750%	07/12/23	249,000	246,322	245,050	249,000	(1,264)	(1,264)	\$	731
Sub Total Investments				20,650,000	20,650,000	20,628,174	20,628,174	(22,509)	(22,509)	\$	40,532
				20,741,000	20,679,404	20,628,174	20,679,404	(22,509)	(22,509)	\$	40,532
<b>Sub Total - Short-Term Investments - Unrestricted Funds</b>				<b>\$ 94,577,933</b>	<b>\$ 94,606,654</b>	<b>\$ 93,666,790</b>	<b>\$ 93,718,020</b>	<b>\$(911,143)</b>	<b>\$(22,509)</b>	<b>\$</b>	<b>190,817</b>
<b>Short-Term Investments - Restricted (Bond) Funds</b>											
<b>Pool Accounts</b>											
LSP Corporate Overnight Plus Fund - 2008 GOB Bond Proceeds	Lone Star Investment Pool	2.6774%	10/01/22	\$	\$	171,923	171,923	(4,737)	NA	\$	384
LSP Corporate Overnight Plus Fund - 2008 GOB Bond Proceeds	Lone Star Investment Pool	2.6774%	10/01/22	426,655	426,655	416,763	416,763	47,792	NA	\$	976
LSP Corporate Overnight Plus Fund - 2007 Bond Earnings	Lone Star Investment Pool	2.6774%	10/01/22	816,863	816,863	817,659	817,659	1,796	NA	\$	1,796
LSP Corporate Overnight Plus Fund - 2007 Bond Earnings	Lone Star Investment Pool	2.6774%	10/01/22	180,306	180,306	180,703	180,703	397	NA	\$	397
LSP Corporate Overnight Plus Fund - 2008 Bond Earnings	Lone Star Investment Pool	2.6774%	10/01/22	850,449	850,449	852,321	852,321	1,872	NA	\$	1,872
LSP Corporate Overnight Plus Fund - 2008 Bond Earnings	Lone Star Investment Pool	2.6774%	10/01/22	1,574,381	1,574,381	1,577,845	1,577,845	3,464	NA	\$	3,464
LSP Corporate Overnight Plus Fund - 2011 Bond Earnings	Lone Star Investment Pool	2.6774%	10/01/22	929,722	929,722	931,768	931,768	2,046	NA	\$	2,046
LSP Corporate Overnight Plus Fund - 2011 Bond Earnings	Lone Star Investment Pool	2.6774%	10/01/22	40,236,471	40,236,471	40,325,016	40,325,016	88,545	NA	\$	88,545
LSP Corporate Overnight Plus Fund - 2022 Bond Proceeds	Lone Star Investment Pool	2.6131%	10/01/22	38,463,275	38,463,275	36,796,127	36,796,127	(1,667,148)	NA	\$	82,101
Sub Total Pool Accounts	TexPool			83,656,882	83,656,882	82,130,325	82,130,325	(1,526,557)	NA	\$	181,583
				83,656,882	83,656,882	82,130,325	82,130,325	(1,526,557)	NA	\$	181,583
<b>Sub Total - Short-Term Investments - Restricted (Bond) Funds</b>				<b>\$ 178,234,815</b>	<b>\$ 178,263,536</b>	<b>\$ 175,797,115</b>	<b>\$ 175,848,345</b>	<b>\$(2,437,700)</b>	<b>\$(22,509)</b>	<b>\$</b>	<b>372,400</b>
<b>Grand Total - Cash, Cash Equivalents, and Investments</b>				<b>\$ 20,741,000</b>	<b>\$ 20,741,000</b>	<b>\$ 175,797,115</b>	<b>\$ 175,848,345</b>	<b>\$(2,437,700)</b>	<b>\$(22,509)</b>	<b>\$</b>	<b>372,400</b>

The year-end balances for August 31, 2022 are not final. They are pending year end closing adjustments and should be complete by mid-October.

**San Jacinto College Foundation**  
Statement of Financial Position  
As of September 30, 2022

ASSETS	Current Year		Previous Year		Difference	
	Foundation	Student Success Fund	Total	Foundation	Student Success Fund	Total
Current Assets						
Checking/Savings	\$2,282,548	-	\$2,282,548	\$1,746,830	-	\$1,746,830
General Fund	-	-	-	-	-	-
Other Funds	-	-	-	-	-	-
Total Checking/Savings	2,282,548	-	2,282,548	1,746,830	-	1,746,830
Accounts Receivables	3,125,035	-	3,125,035	3,574,880	-	3,574,880
Other Current Assets	-	-	-	-	(449,845)	(449,845)
Short Term Investments						
Goldman Sachs - SS2 (Endowed)	16,511,148	-	16,511,148	-	16,511,148	16,511,148
Goldman Sachs - SSF (Non-Endowed)	7,743,818	-	7,743,818	30,000,715	(22,256,897)	(22,256,897)
Goldman Sachs - FDN-SSE (Endowed)	1,605,681	-	1,605,681	2,497	-	1,603,184
Goldman Sachs - FDN	11,647,103	-	11,647,103	15,203,025	(3,555,922)	(3,555,922)
Total SJC Short Term Investments	13,252,784	24,254,965	37,507,749	15,205,523	30,000,715	45,206,237
Total Current Assets	18,660,366	24,254,965	42,915,332	20,527,233	30,000,715	50,527,948
<b>TOTAL ASSETS</b>	<b>18,660,366</b>	<b>24,254,965</b>	<b>42,915,332</b>	<b>20,527,233</b>	<b>30,000,715</b>	<b>50,527,948</b>
LIABILITIES & NET ASSETS						
Liabilities						
Current Liabilities						
Accounts Payable	82,796	-	82,796	19,530	-	19,530
Grants Payable	47,165	-	47,165	41,030	-	41,030
Programs Payable	139,396	-	139,396	222,135	-	222,135
Endowments Payable	486,964	742,595	1,229,559	414,353	430,562	844,914
Scholarship Payables	109,159	-	109,159	98,395	-	98,395
Student Success Payables	865,480	742,595	1,608,074	795,442	430,562	1,226,004
Total Accounts Payable	865,480	742,595	1,608,074	795,442	430,562	1,226,004
Total Current Liabilities	865,480	742,595	1,608,074	795,442	430,562	1,226,004
Total Liabilities	865,480	742,594	1,608,074	795,442	430,562	1,226,004
NET ASSETS						
Net Assets Without Donor Restrictions	2,692,890	24,575,762	27,268,652	4,121,564	30,000,254	34,121,818
Net Assets With Donor Restrictions	15,877,800	-	15,877,800	15,938,553	-	15,938,553
Net Assets	18,570,690	24,575,762	43,146,452	20,060,118	30,000,254	50,060,371
Net Income	(775,803)	(1,063,391)	(1,839,194)	(328,327)	(\$430,101)	(758,427)
Total Net Assets	17,794,887	23,512,371	41,307,258	19,731,791	29,570,153	49,301,944
<b>TOTAL LIABILITIES &amp; NET ASSETS</b>	<b>\$18,660,366</b>	<b>\$24,254,965</b>	<b>\$42,915,332</b>	<b>\$20,527,233</b>	<b>30,000,715</b>	<b>\$50,527,948</b>
				70,038	312,033	382,071
				70,038	312,033	382,071
				70,038	312,033	382,071
				(1,428,675)	(5,424,492)	(6,853,167)
				(60,753)	-	(60,753)
				(1,489,428)	(5,424,492)	(6,913,920)
				(447,476)	(633,290)	(1,080,766)
				(1,936,904)	(6,057,782)	(7,994,686)
				(1,866,867)	(5,745,749)	(7,612,616)

**San Jacinto College Foundation**  
Statement of Activities  
For the Period Ending September 30, 2022

	Current Year			Previous Year			Difference			Foundation Annual Budget	Actual % of Annual Budget
	Foundation	Student Success Fund	Total	Foundation	Student Success Fund	Total	Foundation	Student Success Fund	Total		
<b>Ordinary Income/Expense Income</b>											
<b>Contributions</b>											
Grant Contributions	-	-	-	-	-	-	-	-	-	90,000	0%
Endowments	7,977	-	7,977	570	-	570	7,407	-	7,407	175,000	5%
Program Sponsorship	12,807	-	12,807	64,691	-	64,691	(51,884)	-	(51,884)	275,000	5%
Scholarships	108,426	-	108,426	141,167	-	141,167	(32,741)	-	(32,741)	400,000	27%
<b>Total Contributions</b>	<b>129,210</b>	<b>-</b>	<b>129,210</b>	<b>206,428</b>	<b>-</b>	<b>206,428</b>	<b>(77,218)</b>	<b>-</b>	<b>(77,218)</b>	<b>940,000</b>	<b>14%</b>
<b>Other Income</b>											
Investment Income	99,892	213,707	313,599	91,312	461	91,773	8,580	213,246	221,826	600,000	52%
Realized Gain / (Loss)	(4,628)	(20,398)	(25,026)	38,370	-	38,370	(42,998)	(20,398)	(63,396)	-	-
Unrealized Gain / (Loss)	(565,720)	(1,140,370)	(1,706,090)	(149,537)	-	(149,537)	(416,183)	(1,140,370)	(1,556,553)	-	-
<b>Total Other Income</b>	<b>(470,456)</b>	<b>(947,062)</b>	<b>(1,417,518)</b>	<b>(19,855)</b>	<b>461</b>	<b>(19,394)</b>	<b>(450,600)</b>	<b>(947,523)</b>	<b>(1,398,123)</b>	<b>600,000</b>	<b>-78%</b>
<b>Total Income</b>	<b>(341,246)</b>	<b>(947,062)</b>	<b>(1,288,308)</b>	<b>186,572</b>	<b>461</b>	<b>187,033</b>	<b>(527,818)</b>	<b>(947,523)</b>	<b>(1,475,341)</b>	<b>1,540,000</b>	<b>-22%</b>
<b>Expense Programs</b>											
Scholarships Awarded - SSF	-	116,329	116,329	-	430,562	430,562	-	(314,232)	(314,232)	2,500,000	5%
Scholarships Awarded - FND	336,688	-	336,688	499,051	-	499,051	(162,362)	-	(162,362)	1,200,000	28%
Programs Sponsored	88,471	-	88,471	8,476	-	8,476	79,995	-	79,995	600,000	15%
Student Success Initiatives	-	-	-	-	-	-	-	-	-	150,000	0%
<b>Total Programs</b>	<b>425,159</b>	<b>116,329</b>	<b>541,488</b>	<b>507,527</b>	<b>430,562</b>	<b>938,088</b>	<b>(82,368)</b>	<b>(314,232)</b>	<b>(396,600)</b>	<b>4,450,000</b>	<b>12%</b>
<b>Supporting Services</b>											
Bad Debt Expense	-	-	-	-	-	-	-	-	-	2,000	0%
<b>Supporting Services</b>	<b>8,748</b>	<b>-</b>	<b>8,748</b>	<b>5,172</b>	<b>-</b>	<b>5,172</b>	<b>3,576</b>	<b>-</b>	<b>3,576</b>	<b>120,750</b>	<b>7%</b>
Foundation Expenses	650	-	650	2,200	-	2,200	(1,550)	-	(1,550)	5,000	13%
Sponsorship Expense	9,398	-	9,398	7,372	-	7,372	2,026	-	2,026	125,750	7%
<b>Total Expense</b>	<b>434,557</b>	<b>116,329</b>	<b>550,886</b>	<b>514,899</b>	<b>430,562</b>	<b>945,461</b>	<b>(80,342)</b>	<b>(314,232)</b>	<b>(394,574)</b>	<b>4,577,750</b>	<b>9%</b>
<b>Net Ordinary Income</b>	<b>(775,803)</b>	<b>(1,063,391)</b>	<b>(1,839,194)</b>	<b>(328,327)</b>	<b>(430,101)</b>	<b>(758,427)</b>	<b>(447,476)</b>	<b>(633,290)</b>	<b>(1,080,766)</b>	<b>(3,037,750)</b>	
Other Income / Expenses											
<b>Increase/Decrease in Net Position</b>	<b>(775,803)</b>	<b>(1,063,391)</b>	<b>(1,839,194)</b>	<b>(328,327)</b>	<b>(430,101)</b>	<b>(758,427)</b>	<b>(447,476)</b>	<b>(633,290)</b>	<b>(1,080,766)</b>	<b>(3,037,750)</b>	

## 2008 Bond Program

Preliminary Report as of September 30, 2022

Project	Base Budget	Budget Adjustments	Current Budget	Program Management Fees	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
<b>Central</b>									
<b>Sub-total</b>	-	-	-	-	-	-	-	-	-
<b>North</b>									
<b>Sub-total</b>	-	-	-	-	-	-	-	-	-
<b>South</b>									
<b>Sub-total</b>	-	-	-	-	-	-	-	-	-
<b>District</b>									
720100 - Program Management	-	9,605,947	9,605,947	(9,605,947)	-	-	-	-	-
726800 - Contingency	14,626,260	(14,492,706)	133,555	-	133,555	-	-	133,555	-
726907 - Wayfinding Signage	50,000	657,482	707,482	10,924	718,406	33,780	684,626	-	100.00%
<b>Sub-total</b>	14,676,260	(4,229,276)	10,446,984	(9,595,023)	851,961	33,780	684,626	133,555	84.32%
<b>2008 Contingency Supplemental Projects</b>									
<b>Sub-total</b>	-	-	-	-	-	-	-	-	-
<b>Supplemental Projects closed</b>									
<b>Sub-total</b>	-	4,504,567	4,504,567	-	4,504,567	-	4,504,567	-	100.00%
<b>Projects closed</b>									
<b>Sub-total</b>	280,323,740	(275,291)	280,048,449	9,595,023	289,643,472	-	289,643,473	-	100.00%
<b>TOTALS</b>	<b>295,000,000</b>	<b>-</b>	<b>295,000,000</b>	<b>-</b>	<b>295,000,000</b>	<b>33,780</b>	<b>294,832,666</b>	<b>133,555</b>	<b>99.95%</b>

## 2015 Bond Program

Preliminary Report as of September 30, 2022

Project	Base Budget	Budget Adjustments	Current Budget	Program Management Fees	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
<b>Central</b>									
731601 - CC Petrochemical Center	52,450,000	(3,424,455)	49,025,545	2,154,564	51,180,109	-	51,180,109	-	100.00%
71601A - CC Petrochem Process Plant	-	6,349,985	6,349,985	278,392	6,628,377	-	6,628,377	-	100.00%
71601B - CC Petrochem Extended Site Development	-	6,340,351	6,340,351	306,053	6,646,404	-	6,646,404	-	100.00%
731602 - CC Welcome Center	16,600,000	1,291,796	17,891,796	578,549	18,470,345	-	18,470,345	-	100.00%
71602A - CC Welcome Center Site Development	-	1,906,100	1,906,100	93,900	2,000,000	-	1,757,411	242,589	87.87%
731603 - CC Class Room Building	47,155,000	2,195,219	49,350,219	1,788,440	51,138,659	3,041,441	46,468,716	1,628,502	96.82%
731604 - CC Central Data Closets	2,444,000	(1,294,164)	1,149,836	37,896	1,187,732	-	1,187,732	-	100.00%
731605 - CC Central Access Security	1,852,000	(644,481)	1,207,519	53,222	1,260,741	-	1,257,835	2,906	99.77%
731606 - CC Frels Renovation	1,153,000	2,755,572	3,908,572	132,048	4,040,620	-	4,040,620	-	100.00%
731607 - CC Davison Building Renovation	14,970,000	(5,044,560)	9,925,440	388,475	10,313,915	7,939	10,305,976	-	100.00%
731608 - CC McCollum Center Reno Phase I	24,685,000	(13,326,782)	11,358,218	405,901	11,764,119	284,483	11,469,156	10,480	99.91%
71608A - CC McCollum Center Reno Phase II	-	8,483,421	8,483,421	338,733	8,822,154	719,894	7,872,780	229,480	97.40%
731609 - CC McCollum North Renovation	2,535,000	(2,465,543)	69,457	62,556	132,013	-	132,013	-	100.00%
731610 - CC Ball Demolition	1,725,000	(127,112)	1,597,888	51,669	1,649,557	-	1,649,557	-	100.00%
731611 - CC Anderson Demolition	2,654,000	(301,221)	2,352,779	76,021	2,428,800	-	2,428,800	-	100.00%
731612 - CC Stadium and Track Demolition	174,000	(109,420)	64,580	2,087	66,667	-	66,667	-	100.00%
731613 - CC Central DDC Network	1,160,000	330,532	1,490,532	58,715	1,549,247	5,614	1,543,634	-	100.00%
731614 - CC Central Plant Upgrades	1,160,000	64,094	1,224,094	39,576	1,263,670	-	1,263,670	-	100.00%
<b>Sub-total</b>	<b>170,717,000</b>	<b>2,979,333</b>	<b>173,696,333</b>	<b>6,846,797</b>	<b>180,543,130</b>	<b>4,059,371</b>	<b>174,369,802</b>	<b>2,113,957</b>	<b>98.83%</b>
<b>North</b>									
732601 - NC Cosmetology & Culinary Center	22,845,000	(116,422)	22,728,578	736,359	23,464,937	-	23,464,937	-	100.00%
732602 - NC North Data Closets	915,000	(263,487)	651,513	21,051	672,564	-	672,564	-	100.00%
732604 - NC Lehr Library Demolition	650,000	(434,125)	215,875	6,979	222,854	-	222,854	-	100.00%
732605 - NC North Access/Security	877,000	(354,467)	522,533	25,266	547,799	-	547,799	-	100.00%
732606 - NC Wheeler Renovation	14,300,000	(2,644,106)	11,655,894	391,191	12,047,085	120,220	9,864,744	2,062,121	82.88%
732607 - NC Brightwell Renovation	6,628,000	421,240	7,049,240	258,531	7,307,771	40,458	6,530,880	736,434	89.92%
732608 - NC Spencer Renovation	13,000,000	(4,031,341)	8,968,659	371,682	9,340,341	-	9,340,341	-	100.00%
732609 - NC North DDC Network	580,000	149,716	729,716	28,923	758,639	-	758,639	-	100.00%
732610 - NC Underground Utility Tunnel	11,600,000	(7,710,815)	3,889,185	127,254	4,016,439	-	4,016,439	-	100.00%
732611 - NC 24 Acres Wetlands Mitigation	2,000,000	(2,000,000)	-	-	-	-	-	-	-
732612 - NC Uvalde Expansion	5,000,000	(5,000,000)	-	-	-	-	-	-	-
732613 - NC Burluson Renovation	-	3,291,288	3,291,288	130,721	3,422,008	-	3,422,008	-	100.00%
<b>Sub-total</b>	<b>78,395,000</b>	<b>(18,692,519)</b>	<b>59,702,481</b>	<b>2,097,957</b>	<b>61,800,438</b>	<b>160,678</b>	<b>58,841,205</b>	<b>2,798,555</b>	<b>95.47%</b>
<b>South</b>									
733601 - SC Engineering & Technology Center	28,400,000	(7,096,179)	21,303,821	691,395	21,995,216	-	21,995,216	-	100.00%
733602 - SC Cosmetology Center	16,213,000	(1,534,416)	14,678,584	545,725	15,224,309	-	15,224,309	-	100.00%
733603 - SC Longenecker Renovation	22,555,000	(3,590,831)	18,964,169	753,047	19,717,216	-	19,713,487	3,729	99.98%
733604 - SC South Data Closets	765,000	(157,055)	607,945	19,704	627,649	-	627,649	-	100.00%
733605 - SC South Primary Electrical Upgrade	5,800,000	966,625	6,766,625	218,639	6,985,264	1,722,731	3,646,890	1,615,643	76.87%
733606 - SC South Access/ Security	599,000	96,867	695,867	27,563	723,430	-	723,430	-	100.00%
733607 - SC South HW/CW Relocation	10,266,000	(6,914,146)	3,351,854	108,303	3,460,157	-	3,460,157	-	100.00%
733608 - SC Domestic Water System Rehabilitation	1,160,000	823,696	1,983,696	64,096	2,047,792	34,646	1,152,125	861,021	57.95%
733609 - SC Fire House Expansion	5,585,000	(5,585,000)	-	-	-	-	-	-	-
733610 - SC Jones Renovation	13,803,000	4,348,177	18,151,177	605,876	18,757,053	506,358	16,106,151	2,144,544	88.57%
73610A - SC Jones Central Plant Relocation	-	10,570,357	10,570,357	344,861	10,915,218	8,028	8,855,462	2,051,728	81.20%
733611 - SC Bruce Student Center Renovation	10,400,000	(8,275,308)	2,124,692	73,380	2,198,072	-	2,198,072	-	100.00%
733612 - SC HVAC Tech	312,000	2,259,762	2,571,762	85,231	2,656,993	-	2,656,993	-	100.00%
733613 - SC South DDC Network	580,000	170,593	750,593	28,258	778,851	-	778,851	-	100.00%
733614 - SC Academic Building Renovation (S-7&S-9)	-	5,415,232	5,415,232	178,453	5,593,685	-	5,593,685	-	100.00%
<b>Sub-total</b>	<b>116,438,000</b>	<b>(8,501,626)</b>	<b>107,936,374</b>	<b>3,744,531</b>	<b>111,680,905</b>	<b>2,271,763</b>	<b>102,732,477</b>	<b>6,676,665</b>	<b>94.02%</b>

## 2015 Bond Program

Preliminary Report as of September 30, 2022

Project	Base Budget	Budget Adjustments	Current Budget	Program Management Fees	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
<b>Maritime</b>									
736603 - MC Maritime Expansion	28,000,000	(27,031,300)	968,700	31,300	1,000,000	7,363	926,261	66,376	93.36%
76603A - MC Maritime Fire Program Relocation	-	1,916,000	1,916,000	84,000	2,000,000	-	1,788,345	211,655	89.42%
<b>Sub-total</b>	<b>28,000,000</b>	<b>(25,115,300)</b>	<b>2,884,700</b>	<b>115,300</b>	<b>3,000,000</b>	<b>7,363</b>	<b>2,714,606</b>	<b>278,031</b>	<b>90.73%</b>
<b>Generation Park</b>									
726601 - Generation Park	-	3,257,492	3,257,492	995,152	4,252,644	-	3,911,649	340,995	91.98%
76601B - North Access Road	-	1,115,822	1,115,822	-	1,115,822	1,113,572	2,250	-	100.00%
<b>Sub-total</b>	<b>-</b>	<b>4,373,314</b>	<b>4,373,314</b>	<b>995,152</b>	<b>5,368,466</b>	<b>1,113,572</b>	<b>3,913,899</b>	<b>340,995</b>	<b>93.65%</b>
<b>Admin</b>									
736602 - College Development	30,000,000	(29,928,632)	71,368	-	71,368	-	71,368	-	100.00%
736604 - Dist Construction Studies	283,820	35,776	319,596	-	319,596	-	319,596	-	100.00%
76605A - CW Deferred Maintenance	-	27,329,038	27,329,038	427,385	27,756,423	3,511,045	6,848,760	17,396,618	37.32%
736606 - Generation Park Opportunities	-	20,000,000	20,000,000	-	20,000,000	-	-	20,000,000	-
720100 - Program Management - AECOM	-	12,135,893	12,135,893	(11,404,113)	731,780	157,939	-	573,841	21.58%
720100 - Program Management - Other	-	2,823,009	2,823,009	(2,823,009)	-	-	-	-	-
736601 - Contingency	1,166,180	12,561,714	13,727,894	-	13,727,894	-	-	13,727,894	-
<b>Sub-total</b>	<b>31,450,000</b>	<b>44,956,798</b>	<b>76,406,798</b>	<b>(13,799,737)</b>	<b>62,607,061</b>	<b>3,668,984</b>	<b>7,239,724</b>	<b>51,698,353</b>	<b>17.42%</b>
<b>TOTALS</b>	<b>425,000,000</b>	<b>-</b>	<b>425,000,000</b>	<b>-</b>	<b>425,000,000</b>	<b>11,281,731</b>	<b>349,811,713</b>	<b>63,906,556</b>	<b>84.96%</b>

## Generation Park

Preliminary Report as of September 30, 2022

Project	Base Budget	Budget Adjustments	Current Budget	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
<b>Generation Park - 726601</b>								
904605 - 2015 Revenue Bond - 726601	6,787,977	-	6,787,977	6,787,977	-	6,787,977	-	100.00%
929603 - Operational - 726601	8,843,556	-	8,843,556	8,843,556	-	8,843,556	-	100.00%
901609 - 2015 Bond - 726601	6,368,466	(2,115,822)	4,252,644	4,252,644	-	3,911,649	340,994	91.98%
901610 - Generation Park Site Infrastructure - 726601	4,000,000	(8,725)	3,991,275	3,991,275	-	3,991,275	-	100.00%
901610 - Generation Park Parking Lot - 76601A	3,521,892	(691,977)	2,829,915	2,829,915	11,848	2,712,053	106,014	96.25%
901609/10 - North Access Road - 76601B	-	1,816,525	1,816,525	1,816,525	1,247,134	569,391	-	100.00%
<b>TOTALS</b>	<b>29,521,892</b>	<b>(1,000,000)</b>	<b>28,521,892</b>	<b>28,521,892</b>	<b>1,258,982</b>	<b>26,815,902</b>	<b>447,008</b>	<b>98.43%</b>

## Energy Conservation Project

Preliminary Report as of September 30, 2022

Project	Base Budget	Budget Adjustments	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
<b>College Wide</b>							
E22001 - UCRM 1 - LED Lighting	811,078	(196,475)	614,603	65,167	439,701	109,734	82.15%
E22002 - UCRM 2.1a - A-1 HVAC	10,354	-	10,354	-	4,482	5,872	43.29%
E22003 - UCRM 2.1b - CC Chillers	1,526,400	134,500	1,660,900	1,552,186	108,714	-	100.00%
E22004 - UCRM 2.1c - NC Chiller	593,600	71,400	665,000	610,600	54,400	-	100.00%
E22005 - UCRM 2.1d - Maritime HVAC	33,000	-	33,000	-	-	33,000	-
E22006 - UCRM 2.6a - 35 Acre VFDs	9,946	20,905	30,851	5,901	24,950	-	100.00%
E22007 - UCRM 2.6b - S-7 & S-9 VFDs	26,452	63,168	89,620	81,136	2,000	6,484	92.77%
E22008 - UCRM 3 - Retro-Commissioning	280,000	-	280,000	69,940	209,819	241	99.91%
E22009 - UCRM 4.2c - Vending Misers	46,224	-	46,224	-	6,421	39,803	13.89%
E22010 - UCRM 5.1 - Water Conserving Faucets	112,669	(15,614)	97,055	-	49,477	47,578	50.98%
E22011 - UCRM 8 - Solar PV	1,175,849	(77,884)	1,097,965	480,508	434,743	182,714	83.36%
Utility Assessment Report - 720600	96,546	-	96,546	-	96,546	-	100.00%
E22000 - Contingency Lone Star Loan	-	-	-	-	-	-	-
<b>TOTALS</b>	<b>4,722,118</b>	<b>-</b>	<b>4,722,118</b>	<b>2,865,438</b>	<b>1,431,254</b>	<b>425,426</b>	<b>90.99%</b>



## Bond Interest Earnings

Preliminary Report as of September 30, 2022

Project	Base Budget	Budget Adjustments	Current Budget	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
<b>College Wide</b>								
732614 - NC - N7, N8 & N9 Roof Replacement	2,587,830	(668,334)	1,919,496	1,919,496	35,325	93,443	1,790,728	6.71%
733615 - SC - S7 & S9 Roof Replacement	1,737,060	668,334	2,405,394	2,405,394	2,038,264	171,999	195,131	91.89%
<b>TOTALS</b>	<b>4,324,890</b>	<b>-</b>	<b>4,324,890</b>	<b>4,324,890</b>	<b>2,073,589</b>	<b>265,443</b>	<b>1,985,858</b>	<b>54.08%</b>

## Repair and Renovation

Report as of September 30, 2022

Project	Base Budget	Budget Adjustments	Current Budget	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
<b>Central</b>								
F23001 CC - Central Misc.	-	10,000	10,000	10,000	2,380	-	7,620	24%
F23011 CC - C34.112 Police Furniture&Move	-	14,557	14,557	14,557	14,522	-	35	100%
F23015 CC - C1.151 Corbin Lighting	-	-	-	-	-	-	-	-
<b>Sub-total</b>	-	24,557	24,557	24,557	16,902	-	7,655	69%
<b>North</b>								
F23002 NC - North Misc.	-	10,000	10,000	10,000	-	-	10,000	-
F23028 NC - Primary Electric Repair Design	-	21,731	21,731	21,731	-	-	21,731	-
<b>Sub-total</b>	-	31,731	31,731	31,731	-	-	31,731	-
<b>South</b>								
F23000 SC - S9 Foundation Repair	-	20,395	20,395	20,395	19,898	-	497	98%
F23003 SC - South Misc.	-	10,000	10,000	10,000	866	-	9,134	9%
F23007 SC - S1.257 Digital Anatomy Lab Ph2	-	4,332	4,332	4,332	-	-	4,332	-
F23008 SC - S6.122 Career Svc Office Ph2	-	6,092	6,092	6,092	6,092	-	-	100%
F23013 SC - S1.255 Lab Furniture	-	-	-	-	-	-	-	-
<b>Sub-total</b>	-	40,819	40,819	40,819	26,856	-	13,963	66%
<b>Generation Park</b>								
F23005 GP - Gen Misc.	-	5,000	5,000	5,000	-	-	5,000	-
<b>Sub-total</b>	-	5,000	5,000	5,000	-	-	5,000	-
<b>District</b>								
F23004 DIST - Campus Misc.	-	5,000	5,000	5,000	-	-	5,000	-
F23010 DIST - CW ADA Compliance	-	50,000	50,000	50,000	8,111	-	41,889	16%
F23017 DIST - A1.210/212 Cubicles Ext Ph2	-	1,294	1,294	1,294	-	-	1,294	-
F23029 DIST - Wayfinding	-	500	500	500	500	-	-	100%
F23032 DIST - A1.212 Ext Relations Furniture	-	6,817	6,817	6,817	6,817	-	-	100%
F23033 DIST - A2.213c Conference to Office	-	-	-	-	-	-	-	-
<b>Sub-total</b>	-	63,611	63,611	63,611	15,428	-	48,183	24%
<b>Contingency (720700) -Major Repairs</b>	200,000	11,496	211,496	211,496	-	-	211,496	-
<b>Sub-total</b>	200,000	11,496	211,496	211,496	-	-	211,496	-
<b>TOTALS</b>	<b>200,000</b>	<b>177,214</b>	<b>377,214</b>	<b>377,214</b>	<b>59,186</b>	<b>-</b>	<b>318,028</b>	<b>16%</b>

**Action Item “IX”**  
**Regular Board Meeting November 7, 2022**  
**Consideration of Approval of Amendment to the 2022-2023 Budget**  
**for Restricted Revenue and Expenses Relating to Federal and State Grants**

**ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees approve an amendment to the 2022-2023 budget for restricted revenue and expenses related to grants.

**BACKGROUND**

Federal, state, and local grants may require amendments for receipt of newly awarded grants or changes to existing grants. These amendments should be processed in a timely manner to provide access to funding to meet the objectives set forth within the grant requirements. This budget amendment request includes additions to restricted revenues and restricted expenses as a result of new awards and changes to existing grants received during the month of October 2022.

**IMPACT OF THIS ACTION**

Approval of the budget amendment will allow the College’s staff to implement the programs in accordance with the requirements of funded award amounts.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

Restricted revenues and restricted expenses will each be increased by \$1,618,998 so the net impact on the College budget is zero.

**MONITORING AND REPORTING TIMELINE**

The Office of Grants Management provides continuous monitoring of grant operations, which are included in the annual financial report to the Board of Trustees.

**ATTACHMENTS**

Attachment 1- Budget Amendments- 11-07-22  
Attachment 2- Grant Detail- 11-07-22

**RESOURCE PERSONNEL**

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SAN JACINTO COLLEGE DISTRICT  
Federal, State, and Local Grant Amendments  
November 7, 2022

	Fund	Org.	Account	Prog.	Amount Debit (Credit)
<u>U.S. Department of Education - Title V Developing Hispanic-Serving Institutions Program</u>					
<u>(New Grant)</u>					
Federal Grant Revenue	538474	56700	554100	110000	(589,908)
Non-Instructional Labor	538474	56700	610000	465817	226,400
PT - Institutional	538474	56700	614100	465817	3,200
Fringe Benefits	538474	56700	651000	465817	68,008
Supplies	538474	56700	710000	465817	21,800
Travel	538474	56700	721000	465817	4,500
Contractual Svcs	538474	56700	731000	465817	163,000
Endowment/Scholarships	538474	56700	751070	520235	100,000
Student Aid - Scholarships	538474	56700	751009	520235	<u>3,000</u>
					\$ -

U.S. Department of Education/Earmarks - San Jacinto Community College EDGE Center Tools

<u>(New Grant)</u>					
Federal Grant Revenue	538473	56700	554100	110000	(585,000)
Supplies	538473	56700	710000	720388	109,119
Equipment	538473	56700	741000	720388	<u>475,881</u>
					-

U.S. Department of Treasury/Texas Higher Education Coordinating Board/Houston Community College - Texas Reskilling and Upskilling through Education (TRUE) 2022 - 2023 (New Grant)

Federal Grant Revenue	532101	56700	554100	110000	(299,090)
Supplies	532101	56700	710000	460961	15,590
Contractual Svcs	532101	56700	731000	460911	6,000
Vehicles	532101	56700	741300	460961	190,000
Student Aid - Scholarships	532101	56700	751009	520235	<u>87,500</u>
					-

U.S. Department of Education/Texas Workforce Commission/Houston-Galveston Area Council - Adult Education and Literacy Grant 2022-2023 (Additional Funds)

Federal Grant Revenue	538471	56700	554100	110000	(145,000)
Non-Instructional Labor	538471	56700	610000	460961	103,000
Fringe Benefits	538471	56700	650000	460961	23,758
Travel	538471	56700	720000	460961	8,656
Contractual Svcs	538471	56700	730000	460961	4,400
Contractual Svcs - Indirect costs	538471	56700	731500	620909	<u>5,186</u>
					-

Net Increase (Decrease) \$ -

Note: Credits to revenues are increases and credits to expenses are decreases.  
Conversely, debits to revenue are decreases and debits to expenses are increases.

Grant Funding Summary by Agency:

U.S. Department of Education/	\$ 1,319,908
U.S. Department of Treasury	299,090
	<u>\$ 1,618,998</u>

U.S. Department of Education - Title V Developing Hispanic-Serving Institutions Program (New Grant)

This program has been created to assist Hispanic-Serving Institutions (HSIs) with expanding educational opportunities for, and improving the academic attainment of, Hispanic students. This new award will advance a culture of resiliency and sustainability that promotes an equity focus and commitment using evidence based, high impact, student success practices supported by a culture of inclusive classrooms and learning. Activities will address equity gaps and improve services, with a priority on faculty professional development. This program is designed to increase graduation rates and increase the number of counseling visits. Program funds will be used to hire Non-credit to Credit Coordinators, Education and Workforce Coordinators, and a Scholarship Manager. Lastly, this award will provide funds to increase the Promise@SanJac endowment.

U.S. Department of Education/Earmarks - San Jacinto Community College EDGE Center Tools (New Grant)

This award provides the needed resources for San Jacinto Community College District (SJCCD) to enhance aerospace technician training at the College's EDGE Center, located at the center of the Houston Spaceport Training Campus. The training addressed is vital to the aerospace exploration and manufacturing industry in the Houston metropolitan area. Funds will be used to purchase and install tools, equipment, and instructional supplies for programs leading to careers as a mechanical structures technician, composite technician, electrical (including avionics) technician, manufacturing technician, and industrial automation technician. Additionally, funds will support the small Unmanned Aircraft Systems (sUAS, drone) and aerospace textiles programs.

U.S. Department of Treasury/Texas Higher Education Coordinating Board/Houston Community College - Texas Reskilling and Upskilling through Education (TRUE) 2022 - 2023 (New Grant)

This award will provide high value workforce education and training programs. San Jacinto College will focus on short-term certifications that can lead to immediate employment. The areas chosen for training are transportation Commercial Driver's License (CDL) which includes diesel technology, and also industrial pipefitting and industrial maintenance. All supported programs can be completed in 6 to 42 weeks.

U.S. Department of Education/Texas Workforce Commission/Houston-Galveston Area Council - Adult Education and Literacy Grant 2022-2023 (Additional Funds)

A group of service providers, including San Jacinto College, Texas Workforce Commission, and the Houston-Galveston Area Council, share a successful history of providing effective adult education programs to individuals with low levels of literacy, disabilities, and other barriers to employment through this grant. Funding provides Adult Basic Education, Adult Secondary Education, English Literature, and Civics programs in our service area. All partners promote English as a Second Language and encourage General Educational Development testing preparation. The partners will work together to support literacy needs and increase job readiness, while recognizing the different hurdles faced by families and individuals.

**Action Item “X”**  
**Regular Board Meeting November 7, 2022**

**Consideration of Approval of Policy II.2001.A, Substantive Change – Second Reading**

**ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees approve revisions to the College’s Policy II.2001.A, Substantive Change.

**BACKGROUND**

This policy reflects the substantive change requirements of the Southern Association of College and Schools Commission on Colleges (SACSCOC).

The policy on substantive change and the associated procedure on reporting have been revised to support implementation of the policy and to adapt to revisions by SACSCOC to its Substantive Change Policy and Procedures. San Jacinto College procedures are attached for informational purposes.

**IMPACT OF THIS ACTION**

The updated policy and procedures were sent to the College community on October 3, 2022 through October 17, 2022. No comments were received. Procedures are provided to the Board for informational purposes and are not voted on.

**BUDGET INFORMATION**

No budgetary impact.

**MONITORING AND REPORTING TIMELINE**

The Board will be notified of any changes that require its action.

**ATTACHMENTS**

Attachment 1 – Summary of Changes

Attachment 2 – Policy II.2001.A, Substantive Change (current policy with track changes)

Informational items only:

Attachment 3 – Procedure II.2001.A.b, Reporting Substantive Change (current procedures with track changes)

**RESOURCE PERSONNEL**

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## Policies and Procedures Summary of Changes

New Policy Number: N/A

Proposed Policy Name: N/A

Current Policy Number/Name: **Policy II.2001.A Substantive Change**

New Procedure Number: N/A

Proposed Procedure Name(s): N/A

Current Procedure Number(s)/Name(s): **Procedure II.2001.A.b Reporting Substantive Change**

Action Recommended for Policy: **Revised**

Action Recommended for Procedures: **Revised**

Web Links: <https://www.sanjac.edu/about-san-jac/college-operations/policies-and-procedures/policy-vi-gg-policy-substantive-change>

<https://www.sanjac.edu/about-san-jac/college-operations/policies-and-procedures/procedure-II.2001.A.b-reporting-substantive-change>

Primary Owner: Deputy Chancellor and President

Secondary Owner: College-designated Institutional Accreditation Liaison to the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)

### Summary of Changes:

- Policy : Clarify the roles of the SJC Board of Trustees and SJC Executive leadership within the scope of substantive change to align with SACSCOC Principles of Reaffirmation (e.g., 4.2.b); specifically, the revision requires that all “Institutional [Substantive] Changes” be approved by the Board of Trustees while all substantive “Program Changes” or “Off-campus Instructional Site Changes” are delegated to the Chancellor as administrative responsibilities.
- Procedure: Section 4 added to clarify SJC’s interpretation of “completion option” that is included but not explicitly defined in the SACSCOC Substantive Change Policy and Procedure

## Policy II.2001.A, Substantive Change

### Purpose

The Policy on Substantive Change outlines requirements for the College to comply with the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) *Substantive Change Policy and Procedures*.

### Policy

The College will notify SACSCOC of changes or seek approval prior to the initiation of changes in accordance with the SACSCOC *Substantive Change Policy and Procedures*. The College will develop and maintain procedures to ensure that it reports substantive changes to SACSCOC in a timely manner. The procedures will include methods for proactively monitoring and evaluating changes within the College relative to the requirements of SACSCOC.

The Strategic Leadership Team (SLT) or its designee is responsible for the development, dissemination, implementation, monitoring, and regular evaluation of procedures to ensure compliance with this policy. The Institutional Accreditation Liaison is responsible for monitoring College activities and informing the Chancellor of the possible need for a notification of substantive change to SACSCOC in accordance with SACSCOC policy and procedure. The Chancellor will ~~notify-submit for approval to~~ the Board of Trustees prior to submission to SACSCOC of any substantive changes that are “Institutional Changes” as defined by the SACSCOC policy. The Chancellor is authorized by the Board of Trustees to make any operational “Program Changes” or “Off-campus Instructional Site Changes,” as defined by and pursuant to SACSCOC policy. submitted to SACSCOC that require SACSCOC’s approval prior to implementation. Compliance with this policy and associated procedures is mandatory.

### Definitions

**Substantive change:** a significant modification or expansion of the nature and scope of an accredited institution. Substantive change includes high-impact, high-risk changes and changes that can impact the quality of educational programs and services. The full scope of changes considered substantive changes, including those required by federal regulations, is defined by the SACSCOC *Substantive Change Policy and Procedures*.

The Authority, Applicability, Sanctions, Exclusions, and Interpretation do not differ from Policy II.2000.A, Policy and Procedures Development, Review, Revision, and Rescission.

### Procedures

Procedure II.2001.A.a, Monitoring Substantive Change

Procedure II.2001.A.b, Reporting Substantive Change

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Date of Board Approval      Anticipated November 7, 2022

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Attachment 2 – Proposed Changes

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Effective Date	Anticipated November 8, 2022
Primary Owner	Deputy Chancellor and President
Secondary Owner	College-designated Institutional Accreditation Liaison to the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)

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## Procedure II.2001.A.b, Reporting Substantive Change

### Associated Policy

Policy II.2001.A, Substantive Change

### Procedures

1. The College’s Institutional Accreditation Liaison to the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC), following approval by the Deputy Chancellor, will report substantive changes to the Chancellor for submission to SACSCOC according to the procedures defined by the SACSCOC *Substantive Change Policy and Procedures* available online via the SACSCOC website.
2. A College determination that a change does not constitute a substantive change based on College interpretation of SACSCOC policy and procedures will be documented by an internal *Substantive Change Evaluation* document. The College will consider a substantive change evaluation document to be an internal substantive change report for the purposes of compliance with SACSCOC principle 14.2 *Substantive Change*.
3. The SACSCOC *Substantive Change Policy and Procedures* defines a new program as a “significant departure” based on the percentage of “new content” (exclusive of general education) included in the new program. SACSCOC policy indicates institutions “make the determination of the percentage of new content.” To make that determination, the College defines “new content” as a course that is in a four-digit series Classification of Instructional Programs (CIP) code in which the College has not offered any courses within the past five years.
  - a. The US Department of Education, National Center for Education Statistics, [describes the four-digit series](#) CIP code as a grouping of programs that “have comparable content and objectives” (p. 2). Adding courses in a four-digit series CIP the College has taught previously does not represent “new content” per existing federal definition.
  - b. The SACSCOC *Substantive Change Policy and Procedure* requires a program be reported as a new program if it has been inactive for five years. Applying that same standard to courses for the purposes of identifying “new content” is a reasonable precedent consistent with SACSCOC policy and procedure.
4. The SACSCOC *Substantive Change Policy and Procedures* requires the College to gain approval from SACSCOC of a teach-out plan when closing a program at all locations, closing all methods of delivery for a program, or closing a “completion option” at a specific location or by a specific method of delivery. The College considers a completion option to have been established:
  - a. at a specific location when the program is published as available at the location or is included in a memorandum of understanding with a dual enrollment partner, 50% or more of the semester credit hours are available face-to-face, and 100% of face-to-face instruction is at the location, e.g., some of the program may be offered via distance learning, but all face-to-face portions of hybrid credit hours are at the location;
  - ~~e.~~b. by distance learning when 100% of the semester credit hours for the program are offered via distance learning and the program is published as being available

100% online.

**Definitions**

**Substantive change:** a significant modification or expansion of the nature and scope of an accredited institution. Substantive change includes high-impact, high-risk changes and changes that can impact the quality of educational programs and services. The full scope of changes considered substantive changes, including those required by federal regulations, is defined by the SACSCOC *Substantive Change Policy and Procedures*.

Date of SLT Approval	September 28, 2022
Effective Date	Anticipated November 8, 2022
Associated Policy	Policy II.2001.A, Substantive Change
Primary Owner of Policy Associated with the Procedure	Deputy Chancellor and President
Secondary Owner of Policy Associated with the Procedure	College-designated Institutional Accreditation Liaison to the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC)

Consideration of Approval to Increase Contribution Rate for the Optional Retirement Program

**ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees approve a contribution rate of four percent of employee salary, which represents the combined State and college contribution, to the defined contribution plan for employees enrolled in the Optional Retirement Program for fiscal year 2023.

**BACKGROUND**

Employees of the College who meet the threshold to participate in a retirement program are eligible for and generally enrolled in the defined benefit plan administered by the Teacher Retirement System of Texas (TRS). Full-time faculty, librarians, and certain professionals and administrators are eligible to elect to be enrolled in the Optional Retirement Program (ORP) in lieu of TRS. The ORP is an individualized defined contribution plan in which each participant selects from a variety of investments offered by employer-selected investment companies.

Contributions to both retirement plans come from three sources – the employee, the College, and the State of Texas. The employee and the State contribution rates are mandated by State statute for both TRS and ORP. The College's contribution rate for TRS is mandated by statute, but there is some flexibility in additional amounts the rate that the College can contribute to ORP. The recent history of the employers' contribution rates, which represents the combined State and College contributions, for both TRS and ORP are shown in the table on the next page.

In addition, prior to fiscal year 2015, a subset of ORP participants who were enrolled in ORP as of 1995 were receiving larger contributions under a grandfather clause. The College officially ceased this practice at the end of fiscal year 2014 and began paying the State-mandated rate of 3.3 percent plus a voluntary 0.2 percent contribution for all enrollees, which was intended to keep the total employer's contribution rate for all employees in both TRS and ORP the same at 6.8 percent.

Beginning in the fiscal year ending August 31, 2020, to address the large unfunded liability related to the Texas Retirement System, the State began increasing the contribution rates to TRS for the State and the College (employers' contribution rate). This gradual increase has continued through fiscal year 2023 and is expected to continue into the future. As a result, the contribution rates from the College to TRS and to ORP have become unequal.

The proposal at this time is to contribute an equal percentage from the College to each retirement plan for all employees, regardless of the type of plan they are enrolled in, retroactive to September 1, 2022. This will result in a four percent of salary contribution rate for both plans. The ORP rate would be calculated as the State-mandated rate of 3.3 percent plus an add-on of 0.7 percent additional contribution to equal four percent. TRS is State mandated at four percent.

The College's ORP contribution rate may be changed a maximum of once every twelve months. The rate will be reviewed annually during the budget process with the intent to maintain the

**Consideration of Approval to Increase Contribution Rate for the Optional Retirement Program**

College’s ORP contribution rate equal to the TRS contribution rate for the next fiscal year. This will be evaluated based on financial capacity and any State-mandated limits or requirements.

The tables below illustrate the changes in the referenced contribution rates.

**Breakdown of the Employers’ (State and College) contribution rates**

<b>TRS</b>	<b>FY15</b>	<b>FY16&amp;17</b>	<b>FY18&amp;19</b>	<b>FY20&amp;21</b>	<b>FY22</b>	<b>FY23</b>
State Contribution	3.4	3.4	3.4	3.75	3.875	4.0
College contribution	3.4	3.4	3.4	3.75	3.875	4.0
<b>Total Employer Contribution</b>	<b>6.8</b>	<b>6.8</b>	<b>6.8</b>	<b>7.5</b>	<b>7.75</b>	<b>8.0</b>
<b>ORP</b>						
State Contribution	3.3	3.3	3.3	3.3	3.3	3.3
College contribution (see below)	3.5	3.5	3.5	3.5	3.5	4.0*
<b>Total Employer Contribution</b>	<b>6.8</b>	<b>6.8</b>	<b>6.8</b>	<b>6.8</b>	<b>6.8</b>	<b>7.3</b>

\*Proposed

**Breakdown of the College’s ORP contribution rate**

<b>College's ORP contribution</b>						
Mandated	3.3	3.3	3.3	3.3	3.3	3.3
Voluntary	0.2	0.2	0.2	0.2	0.2	0.7*
	3.5	3.5	3.5	3.5	3.5	4.0*

\*Proposed

**IMPACT OF THIS ACTION**

Approval of this action will equalize the College’s contribution rate for all employees eligible for both the defined benefit plan and the defined contribution plan retirement programs.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The estimated annual increase in the College’s retirement contributions is approximately \$50,000 and will be funded from the 2022-2023 operating budget for employee benefits. This cost is anticipated to diminish in cost over time, as existing ORP participants retire, and new employees currently tend to choose TRS over ORP. The number of employees participating in ORP has reduced from 136 in March 2020 to 103 in September 2022.

**MONITORING AND REPORTING TIMELINE**

The ORP contribution rate will be reviewed annually during the budget process.

**ATTACHMENTS**

None

**Consideration of Approval to Increase Contribution Rate for the Optional Retirement Program**

**RESOURCE PERSONNEL**

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**SAN JACINTO COMMUNITY COLLEGE DISTRICT  
PURCHASE RECAP  
November 7, 2022**

**PURCHASE REQUESTS AND CONTRACT RENEWALS**

Purchase Request #1		
Contract for Sierra Cloud Hosting Services (pg. 2)	\$	446,432
 Purchase Request #2		
Contract for Internet Services (pg. 3)		408,780
 Purchase Request #3		
Additional Funds for Apprenticeship Program Costs (pg. 4)		400,000
 Purchase Request #4		
Purchase HVAC Equipment and Services (pg. 5)		250,000
 Purchase Request #5		
Purchase Modern Campus Web Content Management Systems (pgs.6-7)		216,108
 Purchase Request #6		
Purchase Manual Transmission Semi-Tractors (pg. 8)		190,000
 Purchase Request #7		
Contract for Internship Staffing Services (pgs.9-11)		-
 <b>TOTAL OF PURCHASE REQUESTS</b>		<b><u><u>\$ 1,911,320</u></u></b>

**Purchase Request #1**  
**Regular Board Meeting November 7, 2022**  
**Consideration of Approval to Contract for Sierra Cloud Hosting Services**

**ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees approve a contract with Innovative Interfaces for Sierra Cloud Hosting services for the College's district libraries.

**BACKGROUND**

Sierra is the integrated library system for the College. It provides bibliographic control of all books and serials, both in print and electronic versions, maintained within the library. It provides for circulation of print materials and other resources such as laptops, graphing calculators, bone samples, as well as providing a smooth transfer of materials between campus libraries. The system also controls access to eBooks, eJournals, and provides remote patron authentication for online database access.

Sierra Cloud Hosting Services are classified as library services and are exempt from competitive bidding per Texas Education Code §44.031(c) and §130.0101.

**IMPACT OF THIS ACTION**

This contract provides both maintenance of the system as well as online cloud hosting of information resources. This product allows the library to circulate materials, permits off campus use of online databases by students and staff, access to research library holdings, and track statistical information about the library's circulation and materials inventory for data requests.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

This request will approve a five-year contract valued at \$446,432 and will be funded from the library department's 2022-2023 operating budget and subsequent year budgets.

**MONITORING AND REPORTING TIMELINE**

The five-year term will commence on November 8, 2022.

**ATTACHMENTS**

None

**RESOURCE PERSONNEL**

Karen Blankenship	281-476-1857	karen.blankenship@sjcd.edu
Farrah Khalil	281-998-6326	farrah.khalil@sjcd.edu



**Purchase Request #2**  
**Regular Board Meeting November 7, 2022**  
**Consideration of Approval of a Contract for Internet Services**

**ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees approve a contract with Comcast Business to provide internet services for the College.

**BACKGROUND**

Internet services are used and required throughout the College for instruction, research, and business operations. This service provides the necessary access to all cloud applications and therefore is critical for maintaining business continuity and the delivery of instructional content.

Comcast Business has a contract through the National Cooperative Purchasing Alliance (NCPA) cooperative contracts program to provide telecommunication services, contract #01-98, which complies with the competitive procurement requirement in Texas Education Code §44.031 and is permitted through Texas Government Code §791.001(g).

**IMPACT OF THIS ACTION**

Approval of this request will renew and significantly upgrade the College's internet capacity for approximately the same costs. Further, these upgrades will help offset the additional internet load that has occurred from increased use of cloud hosted applications and instruction.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

This request will approve a new three-year contract valued at \$408,780, with an annual expenditure of \$136,260 and will be funded from the information technology services department's 2022-2023 operating budget and subsequent year budgets.

**MONITORING AND REPORTING TIMELINE**

This agreement will replace the College's existing service agreement with Comcast Business. This request is for a three-year contract with two (2) optional one-year extensions.

**ATTACHMENTS**

None

**RESOURCE PERSONNEL**

Allen Bourque	281-922-3494	allen.bourque@sjcd.edu
Karen Allen	281-998-6106	karen.allen@sjcd.edu

**Purchase Request #3**  
**Regular Board Meeting November 7, 2022**

**Consideration of Approval of Additional Funds for Apprenticeship Program Costs**

**ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees approve the expenditure of additional funds to Austin Community College for apprenticeship program costs for the H1-B Scaling Apprenticeship Through Sector-Based Strategies Grant (Texas Is IT!) funded by the U.S. Department of Labor. Austin Community College is a sub-recipient on the grant award.

**BACKGROUND**

The College's Texas Is IT! (TXIT) program, along with education partner Austin Community College, assists employer partners with building apprenticeship pathways to middle and higher skills jobs. Together, the colleges and employer partners develop new apprenticeships in IT occupations where H-1B visas are currently being used in Texas. Working with workforce system partners, the colleges will bring employers of all sizes into the apprenticeship system.

**IMPACT OF THIS ACTION**

Austin Community College is committed to training 275 participants. These trainees will come from a variety of local populations, including unemployed, underemployed, incumbent IT workers, veterans and military families, underserved populations including women, persons of color, and ex-offenders. Currently, 119 persons have received training, the additional funds will cover the expenses to train the remaining 156 persons.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

In August 2022, the Board approved an expenditure of \$518,000 for apprenticeship costs for the grant. This request will increase the total amount approved by \$400,000 to a total of \$918,000. This expenditure will be funded from the H1-B Scaling Apprenticeship Through Sector-Based Strategies Grant 2022-2023.

**MONITORING AND REPORTING TIMELINE**

None

**ATTACHMENTS**

None

**RESOURCE PERSONNEL**

Tomoko Olson	281-998-6146	tomoko.olson@sjcd.edu
Janell Hills	281-228-2060	janell.hills@sjcd.edu
Ann Kokx-Templet	281-998-6106	patsy.laredo@sjcd.edu

**Purchase Request #4**  
**Regular Board Meeting November 7, 2022**  
**Consideration of Approval to Purchase HVAC Equipment and Services**

**ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees approve the purchase of heating, ventilation, and air conditioning (HVAC) equipment and services from Gowan-Garrett Inc. (Gowan) for the facilities services department.

**BACKGROUND**

Gowan has historically provided services to repair and maintain the mechanical HVAC equipment for college facilities. These services range from planned events to unforeseen and emergency situations when a quick response is essential. Gowan is able to provide a range of services such as HVAC service, plumbing, air compressor, buildouts, pipe fabrication, and sheet metal work.

Gowan has a contract through the Choice Partners cooperative contracts program to provide HVAC equipment and services, contract #22/049MF-10, that complies with competitive procurement requirements in Texas Education Code §44.031 and is permitted through Texas Government Code §791.001(g).

**IMPACT OF THIS ACTION**

Having a reliable and responsive company such as Gowan provides a critical resource to support the facilities services department, allowing them to quickly respond to service requests and repair needs. These services are also vital for the completion of planned maintenance and repairs. Without access to these services, the college would be hindered in its ability to quickly respond to issues which may negatively impact the college and its students.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The estimated annual expenditure for this request is \$250,000 and will be funded from the facilities services department's 2022-2023 operating budget.

**MONITORING AND REPORTING TIMELINE**

None

**ATTACHMENTS**

None

**RESOURCE PERSONNEL**

Bryan Jones	281-998-6343	bryan.jones@sjcd.edu
Ron Andell	281-542-2016	ron.andell@sjcd.edu
Genie Freeman-Scholes	281-998-6348	genevieve.scholes@sjcd.edu

**Purchase Request #5**  
**Regular Board Meeting November 7, 2022**  
**Consideration of Approval to Purchase Modern Campus**  
**Web Content Management System**

**ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees approve the purchase of the Modern Campus Omni license for web content management system (CMS) from SHI Government Solutions, Inc. (SHI) for the College's new website.

**BACKGROUND**

A new website is being designed to replace the current sanjac.edu site and the website will be built, managed, and hosted in a CMS. The current CMS requires extensive in-house and outsourced developer support, so an alternative solution was selected.

Modern Campus's Omni CMS is the best value because it requires less in-house technical maintenance, is more intuitive and user friendly, offers a quicker editing process, and costs less than the current CMS. Modern Campus only services higher education clients, providing systems that are optimized for colleges and universities. The contract includes an Omni CMS SaaS license, web server hosting, implementation, migration services, ongoing training, faculty and staff directory, calendar, and emergency alerts.

SHI has a contract through the TIPS cooperative contracts program to provide CMS license, contract #200105, that complies with competitive procurement requirements in Texas Education Code §44.031(a)(4) and is permitted through Texas Government Code §791.001(g).

**IMPACT OF THIS ACTION**

The College's new website needs to be hosted by a third party, and this CMS offers the best solution. This will provide the opportunity to move away from the current CMS that requires in-house or outsourced developer support. Modern Campus's Omni CMS will save time, money, and resources and provide a better user experience.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The total expenditure for this request is \$216,108 and will be funded from the Higher Education Emergency Relief Fund grant and the information technology services department's 2022 – 2023 operating budget and subsequent year budgets.

**MONITORING AND REPORTING TIMELINE**

The contract term for this request will be three years, beginning November 14, 2022 through November 13, 2025.

**ATTACHMENTS**

None

**Purchase Request #5  
Regular Board Meeting November 7, 2022  
Consideration of Approval to Purchase Modern Campus  
Web Content Management System**

**RESOURCE PERSONNEL**

Janet Cowey	281-991-2603	janet.cowey@sjcd.edu
Suzanne DeBlanc	281-998-6360	suzanne.deblanc@sjcd.edu
Karen Allen	281-998-6106	karen.allen@sjcd.edu

**Purchase Request #6**  
**Regular Board Meeting November 7, 2022**  
**Consideration of Approval to Purchase Manual Transmission Semi-Tractors**

**ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees delegate its authority to the Chancellor or her designee to purchase up to three (3) manual transmission semi-tractors for the continuing and professional development (CPD) division.

**BACKGROUND**

The awarded vendor(s) will provide two manual semi-tractors, or three if pricing permits within the allocated budget for use by CPD's professional truck driving program. Currently the truck fleet only includes automatic transmission vehicles, and this purchase will add manual semi-tractors for expanded training opportunities. Due to the high demand and limited supply of vehicles, along with the unique aspects of procuring a used vehicle, dealers are unwilling to hold a vehicle for any length of time. The College must position itself to be able to quickly accept a viable offer when presented.

Invitation for bids #23-14 will be issued to procure up to three (3) manual transmission semi-tractors. The bid will close in November 2022. The purchase will be made from the selected offeror(s) that provide the best value to the College. If no viable offers are received, the College will extend the solicitation deadline or modify the vehicle specifications in order to procure the needed semi-tractors for the program.

**IMPACT OF THIS ACTION**

The addition of manual semi-tractors will allow the College to provide students with the benefit of having been trained on both automatic and manual transmission trucks. In addition, the newer trucks will be equipped with more current systems and electronics which will more closely align with trucks used by our industry partners and aid in making our graduates more employable. Lastly, the newer trucks will provide necessary resources to provide contract training courses to the local community.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

The budgeted expenditure is \$190,000 and will be funded from the TRUE Consortium Grant.

**MONITORING AND REPORTING TIMELINE**

None

**ATTACHMENTS**

None

**RESOURCE PERSONNEL**

Tony Rich	281-478-3687	tony.rich@sjcd.edu
Melissa Fuqua	281-998-6378	melissa.fuqua@sjcd.edu

**Purchase Request #7**  
**Regular Board Meeting November 7, 2022**  
**Consideration of Approval to Contract for Internship Staffing Services**

**ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees approve a contract for internship staffing services with LZ Technology Inc. (LZ) for the continuing and professional development (CPD) division.

**BACKGROUND**

CPD engages LZ to support the “Get a Glimpse” and “Pathways” Professional Learning Experience program. LZ will work with CPD to identify, screen, and present viable student candidates into internship positions as well as provide the hiring, recruitment, and job placement of eligible student candidates. LZ will provide candidates to meet the needs of the aerospace clients where they may be placed. Interns will work onsite with aerospace company sponsors to support NASA Johnson Space Center projects.

Request for proposals #23-03 was issued on September 14, 2022, to procure internship staffing services, that complies with competitive procurement requirements in Texas Education Code §44.031(a). Four responses were received and evaluated by a team comprised of representatives from CPD who determined the proposal submitted by LZ will provide the best value to the College.

**IMPACT OF THIS ACTION**

Approval of this contract will retain LZ as a subcontractor to the College and allow the College to be considered as a subcontractor to firms bidding on upcoming NASA contracts. Individuals hired through LZ will be placed as paid interns along-side aerospace project managers, engineers, and staff members on NASA contracts related to the International Space Station and space travel projects. Students selected for the program will be registered in workplace readiness and external learning courses offered through CPD as well as gain practical experience through the internships.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

Future expenditures will be funded from the CPD 2023-2024 operating budget and subsequent year budgets. The cost associated with this contract will be funded by revenue generated from the aerospace companies who contract with the College to provide CPD student interns. There will be no expenditures under this contract until October 1, 2023. Once the contract commences, the annual expenditure will range between two to four million dollars annually, dependent upon the number of student interns placed.

**MONITORING AND REPORTING TIMELINE**

The current contract with this supplier expires September 30, 2023, and the new three-year award term will commence on October 1, 2023, with renewal options of two one-year terms.

**Purchase Request #7**  
**Regular Board Meeting November 7, 2022**  
**Consideration of Approval to Contract for Internship Staffing Services**

**ATTACHMENTS**

Attachment 1 - Tabulation

**RESOURCE PERSONNEL**

Sarah Janes	281-478-3605	sarah.janes@sjcd.edu
Farrah Khalil	281-998-6326	farrah.khalil@sjcd.edu



**RFP 23-03 INTERNSHIP STAFFING SERVICES FOR CPD GET-A-GLIMPSE PROGRAM**

**Attachment 1 - Tabulation**

<b>Supplier Name</b>	<b>Maximum Points</b>	<b>Atrium Staffing</b>	<b>ExecuTeam Staffing LP</b>	<b>Laine Federal Solutions</b>	<b>LZ Technology, Inc</b>
Qualifications and Experience of Firm and Personnel	<b>25</b>	8.33	15.83	16.67	23.33
Attachment A - Years of Experience / History	<b>10</b>	0.00	6.00	0.00	10.00
Project Understanding, Approach, and Management	<b>25</b>	10.83	15.00	17.08	23.33
References	<b>10</b>	4.67	0.00	3.00	9.33
Price Proposal	<b>30</b>	18.48	24.53	23.32	22.16
<b>Total Points</b>	<b>100</b>	<b>42.31</b>	<b>61.36</b>	<b>60.07</b>	<b>88.15</b>

**FINAL RANKING**

<b>#</b>	<b>Vendoor</b>	<b>Final Score (Max 100)</b>
1	LZ Technology	88.15
2	ExecuTeam Staffing LP	61.36
3	Laine Federal Solutions	60.07
4	Atrium Staffing	42.31

**Item "A"**  
**Regular Board Meeting November 7, 2022**

**Approval of the Minutes for the October 3, 2022, Workshop and Regular Board Meeting**

**RECOMMENDATION**

The Chancellor requests that the Board of Trustees approve the minutes for the October 3, 2022, Workshop and Regular Board Meeting.

## 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.

**San Jacinto College District  
Public Tax Hearing and Regular Board Meeting Minutes**

**October 3, 2022**

**The Board of Trustees of the San Jacinto Community College District met at 7:00 p.m., Monday, October 3, 2022, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas for a Public Tax Hearing followed by the regular Board Meeting.**

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

**Chancellor:** Brenda Hellyer

**Others Present:**

Teri Crawford	Kevin Morris
Jose DeJesusGil	Risheem Muhammad
Kim DeLauro	Alexander Okwonna
Chris Duke	Joe Pena
Teddy Farias	JR Ragaisis
Amanda Fenwick	Sandra Ramirez
Scott Gernander	Mandi Reiland
Kevin Hale	Shelley Rinehart
Allatia Harris	Rob Stanicic
Bo Hopper	Kenneth Tidwell
Carin Hutchins	Karen Wheeler-Hall
Sallie Kay Janes	Nikki Whiteside
Aaron Knight	Van Wigginton
Ann Kokx-Templet	Laurel Williamson
Lamar McWaine	Teri Zamora
DeRhonda McWaine	Joanna Zimmermann

**Public Tax Hearing:** Vice Chair John Moon, Jr. called the Public Tax Hearing to order at 7:07 p.m.

Teri Zamora reviewed the presentation on the proposed tax rate.

There were no citizens desiring to speak in the public comment portion of the hearing.

Vice Chair Moon announced that the Board will vote on the tax rate today, Monday, October 3, 2022, directly following this Public Hearing



in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, TX 77504.

The hearing was adjourned at 7:16 p.m.

**Call the Meeting to order:**

Vice Chair Moon called the Regular Meeting of the Board of Trustees to order at 7:17 p.m.

**Roll Call of Board Members:**

Vice Chair Moon conducted a roll call of the Board members:

Erica Davis Rouse  
Marie Flickinger (absent)  
Dan Mims  
John Moon, Jr.  
Keith Sinor  
Dr. Ruede Wheeler  
Larry Wilson

**Invocation and Pledges to the Flags:**

The invocation was given by Dr. Aaron Knight. The pledges to the American flag and the Texas flag were led by Dan Mims.

**Student Success Presentations:**

Amanda Fenwick and Jose DeJesusGil provided an update on Early/Preliminary Fall 2022 Enrollment and Broader Enrollment Trends.

**Communications to the Board:**

The following items were reviewed and distributed to the Board as communication items.

1. A thank you was sent to the Board from Laurel Williamson for the plant sent in memory of her brother.
2. A thank you was sent to the Board from Mandi Reiland for the plant sent in memory of her aunt.
3. 2022-2023 San Jacinto Community College District Budget
4. Fall 2022 Senior Focus
5. September Opportunity News
6. October Opportunity News

**Public Comment:**

There was one citizen desiring to speak before the Board:

1. Risheem Muhammad representing EDS / Retrain America

**Informative Reports:**

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

- A. San Jacinto College Financial Statements
  - a. San Jacinto College Financial Statements August 2022
  - b. San Jacinto College Monthly Investment Report August 2022
  - c. San Jacinto College Quarterly Investment Report June – August, 2022
- B. San Jacinto College Foundation Financial Statements

C. Capital Improvement Program

**Motion 10228  
Consideration of  
Adoption of Ad  
Valorem Property  
Tax Rate**

Vice Chair Moon stated that this year's proposed tax rate exceeds the no-new-revenue tax rate. The vote on the ordinance, resolution, or order setting the tax rate must be a record vote and 60% of the governing body must vote in favor of the adoption of the tax rate. A handout with specific State statute required wording for the motion was at each member's place.

Motion was made by Larry Wilson, that the property tax rate be increased by the adoption of a tax rate of 0.155605, which is effectively a 4.78 percent increase in the tax rate, seconded by Dr. Ruede Wheeler, for Adoption of Ad Valorem Property Tax Rate.

Motion Carried.

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

**Motion 10229  
Consideration of  
Approval of  
Chancellor's  
Employment  
Contract with San  
Jacinto College  
District**

Motion was made by Dr. Ruede Wheeler, seconded by Keith Sinor, for approval of Chancellor's Employment Contract with San Jacinto College District.

Motion Carried.

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

**Motion 10230  
Consideration of  
Approval of  
Amendment to the  
2022-2023 Budget for  
Restricted Revenue  
and Expenses  
Relating to Federal  
and State Grants**

Motion was made by Dr. Ruede Wheeler, seconded by Larry Wilson, for approval of Amendment to the 2022-2023 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants.

Motion Carried.

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

**Consideration of  
Approval of Policy  
II.2001.A, Substantive  
Change – First  
Reading  
(Informational Item)**

Consideration of Approval of Policy II.2001.A, Substantive Change – First Reading (Informational Item)

No vote required.

**Motion 10231**  
**Consideration of**  
**Purchasing Requests**

Motion was made by Keith Sinor, seconded by Dan Mims, for approval of the purchasing requests.

Purchase Request #1	
Contract for Roof Replacement for N7, N8, and N9	\$2,686,500
Purchase Request #2	
Contract for Primary Feeder Electrical Repair at North Campus	198,000
Purchase Request #3	
Contract for Demolition of Central Campus Building C18	999,000
Purchase Request #4	
Contract for Turnkey Magazine Services	480,000
Purchase Request #5	
Contract for Training Services	250,000
Purchase Request #6	
Contract for Business Strategy Consulting Services	160,000
Purchase Request #7	
Contract for Fiber Optics Training Courses	<u>130,000</u>
TOTAL OF PURCHASE REQUESTS	\$4,903,500

Motion Carried.

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

**Motion 10232**  
**Consent Agenda**

Motion was made by Larry Wilson, seconded by Dan Mims, to approve the consent agenda.

- A. Approval of the Minutes for the August 29, 2022, Workshop and Regular Board Meeting
- B. Approval of the Minutes for the September 19, 2022, Special Board Meeting
- C. Approval of the Budget Transfers
- D. Approval of Personnel Recommendations and Extra Service Agreements
- E. Approval of the Affiliation Agreements
- F. Approval of the Next Regularly Scheduled Meeting on November 7, 2022

Motion Carried.

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

**Items for Discussion/  
Possible Action**

There were no additional items discussed.

**Adjournment:**

Chair Marie Flickinger adjourned the meeting at 7:51 p.m.

## **ADMINISTRATION RECOMMENDATION/REPORT**

The administration recommends that the Board of Trustees approve budget transfers for September which have been made in accordance with appropriate accounting procedures.

## **BACKGROUND**

Adoption of the budget by the Board of Trustees prior to September 1 of each year serves as the authorization to expend funds for the next fiscal year. The budget is adopted by functional classification (or cost elements: Instruction, Public Service, Academic Support, Student Services, Institutional Support, and Operation and Maintenance of Plant) as defined by the National Association of College and University Business Officers (NACUBO). Realizing that the budget is a living document that reflects the evolving needs of the College in terms of meeting goals and objectives, occasional movement of budgeted funds between cost elements is desirable and warranted. The budget transfers under consideration represent previously authorized expenditures that are requested to be reclassified from one cost element to another cost element.

## **IMPACT OF THIS ACTION**

Approval of the budget transfers allows the College to more effectively utilize existing resources in fulfilling its instructional objectives.

## **BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

This request is a reclassification of existing authorizations.

## **MONITORING AND REPORTING TIMELINE**

None

## **ATTACHMENTS**

Attachment 1 – Budget Transfers

## **RESOURCE PERSONNEL**

Teri Zamora	281-998-6306	teri.zamora@sjcd.edu
Carin Hutchins	281-998-6109	carin.hutchins@sjcd.edu
Dianne Duron	281-998-6347	dianne.duron@sjcd.edu

SAN JACINTO COLLEGE DISTRICT  
 Budget Transfers related to Fiscal Year 2022-23  
 for September 2022

ELEMENT OF COST	DEBIT	CREDIT
INSTRUCTION	\$ 31,944	\$ 5,186
PUBLIC SERVICE	\$ -	\$ -
ACADEMIC SUPPORT	\$ 4,812	\$ 30,546
STUDENT SERVICES	\$ 75	\$ 1,099
INSTITUTIONAL SUPPORT	\$ -	\$ 222,668
PHYSICAL PLANT	\$ 222,668	\$ -
AUXILIARY ENTERPRISES	\$ -	\$ -
	<b>\$ 259,499</b>	<b>\$ 259,499</b>

**RECOMMENDATION**

The administration recommends that the Board of Trustees approve the following Affiliation Agreements:

**Central Campus**

Department

Medical Imaging

Affiliation Entity

DRH & Associates, Inc.

Eye Care Technology

KJJ Vision PLLC

Eye Care Technology

Eye Physicians of North Houston

**North Campus**

Department

Nursing

Affiliation Entity

Texas Children’s Hospital

Health Information Management

Dallas County Hospital District dba Parkland Health

Health Information Management

Texas Speech & ABA Therapy

**South Campus**

Department

Occupational Therapy Assistant

Affiliation Entity

Stromatt Rehabilitation Services, Inc.

Physical Therapy Assistant

The Oasis of Beaumont

**RATIONALE**

The Affiliation Agreements were reviewed by the College’s external legal counsel.

**FISCAL IMPLICATIONS TO THE COLLEGE**

N/A

**CONTACT PERSONNEL**

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**Item “E”**  
**Regular Board Meeting November 7, 2022**  
**Approval of the Next Regularly Scheduled Meeting**

**RECOMMENDATION**

The next regularly scheduled meeting of the Board of Trustees will be Monday, December 12, 2022.