

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

December 12, 2022

The Board of Trustees of the San Jacinto Community College District met at 7:00 p.m., Monday, December 12, 2022, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas for a regular Board Meeting.

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

Chancellor: Brenda Hellyer

Others Present:

Sukki Choi	Tomoko Olson
LeAnderay Collins	Esmeralda Parrales
Jacquelynn Conger	Allen Pigeon
Teri Crawford	JR Ragaisis
Destry Dokes	Sandra Ramirez
Andrea DuBois	Mandi Reiland
Dianne Duron	Heather Rhodes
Ira Edwards Jr.	Shelley Rinehart
Teddy Farias	Eddy Ruiz
Rachel Garcia	Sally Sanchez
Allatia Harris	Shawn Silman
Bo Hopper	Janice Sullivan
Carin Hutchins	Earle Thomas
Sallie Kay Janes	Kenneth Tidwell
Matt Keim	Karen Wheeler
Aaron Knight	Van Wigginton
Ann Kokx-Templett	Chris Wild
Kevin Morris	Laurel Williamson
Chelsea Nakayama	Teri Zamora
Sabrina Naulings	Joanna Zimmermann
Alexander Okwonna	

Call the Meeting to order: Chair Flickinger called the Regular Meeting of the Board of Trustees to order at 7:01 p.m.

Roll Call of Board Members: Chair Flickinger conducted a roll call of the Board members:
Erica Davis Rouse
Marie Flickinger

Dan Mims
John Moon, Jr. (absent)
Keith Sinor
Dr. Ruede Wheeler
Larry Wilson

**Moment of Silence,
Invocation, and
Pledges to the Flags:**

The moment of silence and invocation were given by Dr. Allatia Harris. The pledges to the American flag and the Texas flag were led by Keith Sinor.

**Special
Announcements,
Recognitions,
Introductions, and
Presentations:**

1. Teri Zamora recognized the Fiscal Affairs department for receiving the Certificate of Achievement for Excellence in Financial Reporting.
2. Teri Zamora and Sheriff Ira Edwards presented the Agency Trilogy Award from the FBI-LEEDA (Law Enforcement Executive Development Association).

**Student Success
Presentations:**

1. Dr. Aaron Knight and George González presented an update on Transfer Report and Transfer Work/Initiatives (through the lens of equity).

**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 Tammy Mizell and Kelly Mizell, for the plant sent in memory of their mother.
2. December 2022 Opportunity News
3. Fall 2022 Senior Focus
4. Fall 2022 Career Focus

Public Comment:

There were no citizens desiring to speak before the Board.

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 October 2022
 - b. San Jacinto College Monthly Investment Report October 2022
- B. San Jacinto College Foundation Financial Statements
 - a. October 2022
 - b. Financial Audit Years Ended June 30, 2022 and 2021
- C. Capital Improvement Program

**Motion 10238
Consideration of
Approval of**

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

**Amendment to the
2022-2023 Budget for
Restricted Revenue
and Expenses
Relating to Federal
and State Grants**

Motion Carried.

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

**Motion 10239
Consideration of
Acceptance of the
2021-2022 Annual
Comprehensive
Financial Report**

Motion was made by Keith Sinor, seconded by Dan Mims, for acceptance of the 2021-2022 Annual Comprehensive Financial Report.

Motion Carried.

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

**Motion 10240
Consideration of
Approval of Tuition
Discount for
Employee Dependents
and Spouse**

Motion was made by Ruede Wheeler, seconded by Erica Davis Rouse, for approval of Tuition Discount for Employee Dependents and Spouse.

Motion Carried.

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

**Motion 10241
Consideration of
Approval of 2023-
2024 Academic
Calendar**

Motion was made by Dan Mims, seconded by Keith Sinor, for approval of 2023-2024 Academic Calendar.

Motion Carried.

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

**Motion 10242
Consideration of
Approval of
Memorandum of
Understanding with
Sheldon ISD for
KNIT Dual Credit
Program**

Motion was made by Larry Wilson, seconded by Erica Davis Rouse, for approval of Memorandum of Understanding with Sheldon ISD for KNIT Dual Credit Program.

Motion Carried.

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

**Motion 10243
Consideration of
Approval of
Memorandum of
Understanding with**

Motion was made by Dan Mims, seconded by Keith Sinor, for approval of Memorandum of Understanding with Humble ISD for Dual Credit.

Motion Carried.

Humble ISD for Dual Credit Yeas: Davis Rouse, Mims, Sinor, Wheeler, Wilson
Nays: None

Consideration of Approval of Rescission of Policy VI-R: Policy on Enrollment in San Jacinto College Children's Center - First Reading (Informational Item) Consideration of Approval of Rescission of Policy VI-R: Policy on Enrollment in San Jacinto College Children's Center - First Reading (Informational Item).
No vote required.

Motion 10244 Consideration of Purchasing Requests Motion was made by Ruede Wheeler, seconded by Keith Sinor, for approval of the purchasing requests.

Purchase Request #1 Repair and Maintenance Services for Semi-Trucks and School Buses	\$150,000
Purchase Request #2 Service Desk Software	160,943
Purchase Request #3 Renew Contract for Steel Supplies	130,000
Purchase Request #4 Renew Contract for Printing Services	<u>125,000</u>
TOTAL OF PURCHASE REQUESTS	\$565,943

Motion Carried.

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

Motion 10245 Consent Agenda Motion was made by Larry Wilson, seconded by Dan Mims, to approve the consent agenda.

- A. Approval of the Minutes for the November 7, 2022, Workshop, and Regular Board Meeting
- B. Approval of the Budget Transfers
- C. Approval of Personnel Recommendations, 2022-2023 PT Hourly Rate Schedule, Extra Service Agreements
- D. Approval of the Affiliation Agreements
- E. Approval of the Next Regularly Scheduled Meeting on January 30, 2023

Motion Carried.

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

**Items for Discussion/
Possible Action**

There were no additional items discussed.

Adjournment:

Chair Marie Flickinger adjourned the meeting at 7:41 p.m.