

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

**August 14, 2017**

**The Board of Trustees of the San Jacinto Community College District met at 7:00 p.m., Monday, August 14, 2017, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas, for the Regular Board Meeting.**

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

**Chancellor:** Brenda Hellyer

**Others Present:**

Joshua Banks	Alexander Okwonna
Marsha Bowder	Jeff Parks
Courtney Broussard	Pat Pollard
Pam Campbell	Antonio Puerto
Teri Crawford	Bill Raffetto
Susan DeBlanc	Shelley Rinehart
Anita Dewease	Frank Rizzo
Bill Dickerson	Shawn Silman
Ken English	Chuck Smith
Amanda Fenwick	Debbie Smith
Rebecca Goosen	Rob Stanicic
Ray Gutierrez	John Stauffer
Allatia Harris	Janice Sullivan
Nestor Infanzon	Tadd Tellepsen
Sallie Kay Janes	Steve Trncak
Mark Johnson	Qeturah Williams
Bryan Jones	Joanna Zimmermann
Michael Kane	
Ruth Keenan	
Ann Kokx-Templet	
Chet Lewis	
Kevin McKisson	
Wanda Munson	

<b>Call the Meeting to order:</b>	Chair Marie Flickinger called the Regular Meeting of the Board of Trustees to order at 7:04 p.m.
<b>Roll Call of Board Members:</b>	Erica Davis Rouse Dan Mims John Moon, Jr. Keith Sinor Dr. Ruede Wheeler Larry Wilson
<b>Invocation and Pledges to the Flags:</b>	The invocation was given by Dr. Bill Raffetto. The pledges to the American flag and the Texas flag were led by Dan Mims.
<b>Special Announcements, Recognitions, and Presentations:</b>	<ol style="list-style-type: none"> <li>1. Dr. Brenda Hellyer read a Letter from Senator Ted Cruz Congratulating San Jacinto College on receiving the Aspen Prize Rising Star Award.</li> <li>2. Chet Lewis recognized Recognition of the Fiscal Affairs Department for receiving the Certificate of Achievement for Excellence in Financial Reporting.</li> <li>3. Chet Lewis recognized the Purchasing Department for receiving the 2017 Annual Achievement of Excellence in Procurement Award.</li> </ol>
<b>Student Success Presentations:</b>	The student success presentation on Spring 2017 Course Retention and Success was tabled.
<b>Communications to the Board:</b>	<ol style="list-style-type: none"> <li>1. A thank you was sent to the Board from Chet Lewis, for the plant sent in memory of his nephew.</li> <li>2. A thank you was sent to the Board from Shelley Rinehart, for the plant sent in memory of her father.</li> <li>3. A thank you was sent to the Board from Melinda Benham, for the plant sent in memory of her nephew.</li> </ol>
<b>Hearing of Such Citizens or Groups of Citizens Desiring to be Heard Before the Board:</b>	There were no citizens desiring to be heard before the Board.
<b>Informative Reports:</b>	Marie Flickinger indicated such reports were in the Board documents.

**Motion 9797  
Consideration of  
Approval of  
Amendment to  
the 2016-2017  
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 2016-2017 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants.

**Motion Carried.**

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

**Motion 9798  
Consideration of  
Approval of the  
2018 Board of  
Trustees  
Regularly  
Scheduled  
Meeting Dates**

Motion was made by John Moon, Jr., seconded by Keith Sinor, for approval of the 2018 Board of Trustees Regularly Scheduled Meeting Dates.

**Motion Carried.**

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

**Motion 9799  
Consideration of  
Ratification of the  
College's Vision  
Statement,  
Mission  
Statement,  
Values, One-  
College Vision,  
and Strategic  
Plan and  
Approval of the  
2017 – 2018  
Annual Priorities  
for San Jacinto  
College**

Motion was made by Dr. Ruede Wheeler, seconded by Erica Davis Rouse, for Ratification of the College's Vision Statement, Mission Statement, Values, One-College Vision, and Strategic Plan and Approval of the 2017 – 2018 Annual Priorities for San Jacinto College.

**Motion Carried.**

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

**Motion 9800  
Consideration of  
Approval of  
Reauthorization  
of the Full-time  
Salary Schedules,  
Part-time Hourly  
Pay Rates, and  
Stipends and  
Market  
Premiums for  
2017-2018**

Motion was made by John Moon, Jr., seconded by Dan Mims, for approval of Reauthorization of the Full-time Salary Schedules, Part-time Hourly Pay Rates, and Stipends and Market Premiums for 2017-2018.

**Motion Carried.**

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

**Motion 9801  
Consideration of  
Approval of the  
Articulation  
Agreement with  
Houston Baptist  
University**

Motion was made by Larry Wilson, seconded by John Moon, Jr., for approval of the Articulation Agreement with Houston Baptist University.

**Motion Carried.**

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

**Nays:** None

**Motion 9802  
Consideration of  
Approval of the  
Articulation  
Agreement  
Between San  
Jacinto  
Community  
College Honors  
Program and  
University of  
Texas Arlington**

Motion was made by Dr. Ruede Wheeler, seconded by Erica Davis Rouse for approval of the Articulation Agreement Between San Jacinto Community College Honors Program and University of Texas Arlington.

**Motion Carried.**

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

**Nays:** None

**Motion 9803  
Consideration of  
Approval of Dual  
Credit Provider  
Memorandum of  
Understanding**

Motion was made by Larry Wilson, seconded by Keith Sinor for approval of Dual Credit Provider Memorandum of Understanding.

**Motion Carried.**

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

**Nays:** None

**Motion 9804  
Consideration of  
Approval of Out-  
of-District Tuition  
and Fee Waiver  
for the Walmart  
Foundation  
League of  
Innovation Grant**

Motion was made by Dan Mims, seconded by John Moon, Jr., for approval of Out-of-District Tuition and Fee Waiver for the Walmart Foundation League of Innovation Grant.

Dr. Wheeler asked for explanation on this item. Dr. Hellyer explained that this grant provides training that leads to a Retail Management Certificate (RMC) that includes eight courses, totaling 24 credits. The grant pays for a student's first three courses, and the employer is encouraged to pay for the subsequent five courses in the certificate. Training for the retail program is delivered online, and grocery retail chains are invited to participate. The Board approved credit tuition and fee structure would be effectively set aside for the eight courses related to the Retail Management Certificate. A flat course fee of \$300 per course will be charged for all courses and participants in this grant program, regardless of residence. Fourteen colleges across the western United States were awarded funding in this national program.

Erica Davis Rouse asked for clarification on how many courses the grant covers and how many the employer covers. Dr. Harris explained that the grant pays the first three courses and the employer pays for the remaining courses in the certificate.

**Motion Carried.**

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

**Nays:** None

**Motion 9805  
Consideration of  
Purchasing  
Requests**

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

Erica Davis Rouse asked for clarification on the Service Solutions Corporation item in Purchase Request #1. Dr. Hellyer explained that this is a contract for four months for custodial services; these services do not include maintenance. The College will be asking for a request for proposal on these services.

Erica asked for clarification on the Steele Digital Studios item in Purchase Request #1. Chet Lewis explained that the maximum that Steele Digital Studios can spend on the College’s behalf without additional approval from the Board is \$500,000. Teri Crawford clarified that there are two items for \$500,000 for Steele Digital Studios in the purchase requests. One covers media buying services and the other provides for digital advertising and search engine optimization. Teri stated that the marketing department monitors the spending.

RFP #17-10	
Student Payment Center Software	\$1,386,000
RFP #17-20	
Cabling Services	600,000
RFP #17-22	
Elevator Maintenance Services	160,000
CMR #17-23	
Construction Manager-at-Risk for Central Campus Welcome Center	1,029,283
Purchase Request #1	
Annual Renewals	30,833,266
Purchase Request #2	
Purchasing Cooperatives	-
Purchase Request #3	

Contract Extension for Petrochemical Consulting Services	180,606
Purchase Request #4 Guaranteed Maximum Price for the Center for Petrochemical, Energy, and Technology	45,605,753
Purchase Request #5 Change Order for Renovation of South Campus Student Center, Phase I	293,000
Purchase Request #6 Data Cabling and Services for a Wireless Refresh and Cabling Project	230,000
Purchase Request #7 Additional Funds for Internship Staffing Services	<u>300,000</u>
<b>TOTAL OF PURCHASE REQUESTS</b>	<b>\$80,617,908</b>

**Motion Carried.**

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

**Nays:** None

**Motion 9806  
Consent Agenda**

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

**Motion Carried.**

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

**Nays:** None

**Adjournment:**

Meeting Adjourned at 7:22 p.m.