

*Board of Trustees
Meeting*

December 12, 2016

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

The Board of Trustees of the San Jacinto Community College District will meet at 5:00 p.m., Monday, December 12, 2016, in Room 201 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

**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 551.072, 551.073, and 551.074 of the Texas Open Meetings Act, for the following purposes:**
 - a. Real Estate - For the purpose of discussing the purchase, exchange, lease or value of real property.
 - b. For the purpose of considering a negotiated contract for a prospective gift or donation.
 - c. Personnel Matters - For the deliberation of the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of specific employees.
- IV. 2015-2016 Comprehensive Annual Financial Report**
- V. Part-time Faculty and Staff Rate Increases**
- VI. Performance Management Distribution Curves**
- VII. 85th Legislative Session**
- VIII. Election Calendar**
- IX. General Discussion of Meeting Items**
- X. Calendar Review**
- XI. 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, December 9, 2016, this notice was posted on a bulletin board located at a place convenient to the public in the central administrative office of the San Jacinto Community College District, 4624 Fairmont Parkway, Pasadena, Texas, the College’s website, and is readily accessible to the public upon request.

Brenda Hellyer, Ed.D.

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

The Board of Trustees of the San Jacinto Community College District will meet at 7:00 p.m. on Monday, December 12, 2016, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

**BOARD MEETING
AGENDA**

- I. Call the Meeting to Order**
- II. Roll Call of Board Members**
- III. Invocation and Pledge to the Flags**
- IV. Special Announcements, Recognitions, Introductions, and Presentations**
 - Check Presentation from Covestro LLC Industrial Park Ruth Keenan
 - Recognition of San Jacinto College Police Department for Outstanding Policing Efforts Chet Lewis
 - Recognition of Carla Garrett for Receiving the Phi Lambda 2016 Legacy Educator Award Laurel Williamson
 - Recognition of the San Jacinto College Math Faculty and Leadership for Receiving the Texas Success Center 2016 Math Pathways Exemplar Awards for Principles 1 and 4 Laurel Williamson
 - Recognition of Ruth Keenan for Being Named Honorary Admiral of the Texas Navy by Governor Greg Abbott Brenda Hellyer
- V. Student Success Presentations**
 - Math Program Update Rebecca Goosen
 - High School Capture Rate Report George González
 - Fall 2016 Certified Headcount and Fall 2015 First Time in College Fall-to-Fall Persistence Rates Michelle Callaway
- VI. Communications to the Board of Trustees**
- VII. Hearing of Such Citizens or Groups of Citizens Desiring to be Heard Before the Board**
- VIII. Informative Reports to the Board**
 - A. San Jacinto College Financial Statement
 - B. San Jacinto College Foundation Financial Statement
 - C. Capital Improvement Program

ACTION ITEMS

- IX. Consideration of Approval of Amendment to the 2016-2017 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants**
- X. Consideration of Approval of the 2015-2016 Comprehensive Annual Financial Report**
- XI. Consideration of Approval of 2017-2018 Academic Calendar**
- XII. Consideration of Approval to Adjust the 2016-2017 Salary Rate Table for Part-time Faculty and Staff Hourly Rates**

PURCHASING REQUESTS

- XIII. Consideration of Purchasing Requests**

CONSENT AGENDA

- XIV. 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 November 7, 2016 Board Workshop and Regular Board Meeting**
- B. Approval of the Budget Transfers**
- C. Approval of Personnel Recommendations**
- D. Approval of the Affiliation Agreements**
- E. Approval of the Next Regularly Scheduled Meeting**

- XV. Items for Discussion/Possible Action**

(Items removed from the Consent Agenda, will be considered at this time)

- XVI. Adjournment**

Closed Session Authority

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

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Brenda Hellyer, Ed.D.

SAN JACINTO COMMUNITY COLLEGE DISTRICT
Statement of Net Position - PRELIMINARY
October 31,

<u>Assets</u>	<u>2017</u>	<u>2016</u>
Current assets:		
Cash and cash equivalents	\$ 64,973,374	61,957,376
Investments	-	3,447,423
Accounts receivable - taxes	90,945,285	81,533,690
Accounts receivable	14,767,575	15,078,449
Deferred charges	1,119,947	1,214,448
Inventories	443,645	462,236
Total current assets	<u>172,249,826</u>	<u>163,693,622</u>
Noncurrent assets:		
Restricted cash and cash equivalents	196,715,644	83,728,514
Restricted investments	-	-
Other long term investments	-	-
Capital assets, net	417,566,622	397,130,904
Total noncurrent assets	<u>614,282,266</u>	<u>480,859,418</u>
Total assets	<u>786,532,092</u>	<u>644,553,040</u>
Deferred outflows of resources:		
Deferred outflow related to pensions	<u>11,718,494</u>	<u>4,542,533</u>
<u>Liabilities</u>		
Current liabilities:		
Accounts payable	9,182,529	9,151,191
Accrued liabilities	3,990,559	3,315,040
Accrued compensable absences and deferred compensation	2,612,623	2,592,077
Deferred revenues	87,329,321	79,345,163
Total current liabilities	<u>103,115,032</u>	<u>94,403,471</u>
Noncurrent liabilities:		
Net pension liability	29,942,125	24,842,147
Bonds and notes payable	485,731,151	337,949,365
Total noncurrent liabilities	<u>515,673,276</u>	<u>362,791,512</u>
Total liabilities	<u>618,788,308</u>	<u>457,194,983</u>
Deferred inflows of resources -		
Deferred inflow related to pensions	<u>4,122,366</u>	<u>7,599,287</u>
<u>Net assets</u>		
Beginning of year	\$ 166,844,720	176,203,176
Current year addition	8,495,192	8,098,127
Total net position - PRELIMINARY	<u>175,339,912</u> \$	<u>184,301,303</u>

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Two Months Ended October 31, 2016

Consolidated -All Funds
(Not Including Capital Improvement Program)

	<u>Adjusted Budget</u>	<u>Actual (16.67%)</u>	<u>% Actual to Adjusted Budget</u>	<u>10/31/15</u>	<u>% of 8/31/16 Actual</u>
REVENUES:					
State Appropriations	\$ 46,488,413	\$ 10,421,350	22.42	\$ 10,340,641	22.80
Local Taxes - Maintenance & Operations	63,146,546	38,818	0.06	13,829	0.02
Local Taxes - Debt Service	27,502,805	102,347	0.37	89,456	0.40
Credit Tuition	45,805,983	26,395,679	57.62	24,514,132	59.50
Credit Fees	15,571,302	8,185,139	52.57	7,088,283	52.52
Credit Exemptions & Waivers	(4,129,096)	(2,318,474)	56.15	(1,892,578)	48.30
Bad Debt	(2,350,779)	(391,797)	16.67	(135,334)	16.50
Continuing Professional Development	5,573,314	1,483,246	26.61	1,548,685	21.31
Sales & Services	1,717,934	392,166	22.83	400,301	16.49
Investment Income	105,979	157,640	148.75	43,710	7.90
Auxiliary Services	3,373,075	910,699	27.00	887,103	26.16
Grants	61,318,395	19,241,533	31.38	19,344,654	39.74
Local Grants	2,097,440	1,032,778	49.24	976,146	40.86
Total	<u>266,221,311</u>	<u>65,651,124</u>	<u>24.66</u>	<u>63,219,028</u>	<u>25.95</u>
EXPENDITURES:					
Instruction	69,436,433	12,974,121	18.68	12,848,985	18.55
Public Service	5,123,831	716,753	13.99	1,096,738	16.01
Academic Support	22,832,884	3,798,809	16.64	3,285,047	20.49
Student Services	15,624,946	2,029,129	12.99	2,082,748	14.47
Institutional Support	78,443,755	11,484,737	14.64	9,737,948	16.86
Physical Plant	17,993,507	2,163,132	12.02	2,381,690	13.42
Scholarships and Fellowships	52,275,316	20,068,311	38.39	20,338,398	43.01
Auxiliary Enterprises	4,490,639	937,211	20.87	1,020,170	22.77
Depreciation	20,351,251	3,031,721	14.90	2,505,628	15.74
Capital Purchases	-	(47,992)	-	(176,451)	12.08
Total	<u>286,572,562</u>	<u>57,155,932</u>	<u>19.94</u>	<u>55,120,901</u>	<u>22.20</u>
TRANSFERS AMONG FUNDS:					
Transfers In	(4,052,716)	(89,210)	-	(244,677)	-
Transfers Out	4,052,716	89,210	-	244,677	-
Net Increase (Decrease) in Net Position	<u>\$ (20,351,251)</u>	<u>\$ 8,495,192</u>		<u>\$ 8,098,127</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Two Months Ended October 31, 2016

11 Unrestricted Funds

	<u>Adjusted Budget</u>	<u>Actual (16.67%)</u>	<u>% Actual to Adjusted Budget</u>	<u>10/31/15</u>	<u>% of 8/31/16 Actual</u>
REVENUES:					
State Appropriations	\$ 36,486,413	\$ 8,740,742	23.96	\$ 8,756,742	24.52
Local Taxes - Maintenance & Operations	63,146,546	38,818	0.06	13,829	0.02
Credit Tuition	44,078,601	25,282,993	57.36	23,493,610	59.62
Credit Fees	15,571,302	8,185,139	52.57	7,088,283	52.52
Credit Exemptions & Waivers	(4,129,096)	(2,318,474)	56.15	(1,892,578)	48.30
Bad Debt	(2,350,779)	(391,797)	16.67	(135,334)	16.50
Continuing Professional Development	5,573,314	1,483,246	26.61	1,548,685	21.31
Sales & Services	1,717,934	365,982	21.30	388,683	17.02
Investment Income	105,979	21,478	20.27	16,996	11.66
Total	<u>160,200,214</u>	<u>41,408,127</u>	<u>25.85</u>	<u>39,278,916</u>	<u>25.40</u>
EXPENDITURES:					
Instruction	66,385,795	12,079,470	18.20	11,931,579	18.50
Public Service	4,564,601	605,825	13.27	993,930	16.08
Academic Support	14,038,673	2,875,695	20.48	2,836,750	23.70
Student Services	15,010,191	1,798,951	11.98	1,871,061	14.50
Institutional Support	38,175,119	7,414,273	19.42	6,196,924	15.90
Physical Plant	17,993,507	2,163,132	12.02	2,381,690	13.42
Total	<u>156,167,886</u>	<u>26,937,346</u>	<u>17.25</u>	<u>26,211,934</u>	<u>17.21</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	(850)	-	(45,349)	-
Transfers Out	4,032,328	71,347	-	165,267	-
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ 14,400,284</u>		<u>\$ 13,186,900</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Two Months Ended October 31, 2016

Federal Restricted Funds

	Adjusted Budget	Actual (16.67%)	% Actual to Adjusted Budget	10/31/15	% of 8/31/16 Actual
REVENUES:					
Grants	\$ 57,190,439	\$ 18,530,398	32.40	\$ 18,458,572	40.15
Total	<u>57,190,439</u>	<u>18,530,398</u>	<u>32.40</u>	<u>18,458,572</u>	<u>40.15</u>
EXPENDITURES:					
Instruction	507,106	88,622	17.48	219,788	41.65
Public Service	263,945	40,083	15.19	33,638	16.33
Academic Support	8,258,907	708,643	8.58	226,816	8.59
Student Services	281,491	35,884	12.75	48,013	16.29
Institutional Support	1,328,811	139,097	10.47	157,440	13.61
Scholarships and Fellowships	46,550,179	17,518,069	37.63	17,772,877	43.19
Total	<u>57,190,439</u>	<u>18,530,398</u>	<u>32.40</u>	<u>18,458,572</u>	<u>40.15</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ -</u>		<u>\$ -</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Two Months Ended October 31, 2016

State Restricted Funds

	Adjusted Budget	Actual (16.67%)	% Actual to Adjusted Budget	10/31/15	% of 8/31/16 Actual
REVENUES:					
State Paid Benefits	\$ 10,002,000	\$ 1,680,608	16.80	\$ 1,583,899	16.42
Grants	4,127,956	711,135	17.23	886,082	32.81
Total	<u>14,129,956</u>	<u>2,391,743</u>	<u>16.93</u>	<u>2,469,981</u>	<u>20.01</u>
EXPENDITURES:					
Instruction	2,471,659	798,325	32.30	680,003	16.43
Public Service	62,910	41,795	66.44	38,836	13.23
Academic Support	271,264	169,667	62.55	177,840	14.55
Student Services	292,818	190,983	65.22	150,003	13.18
Institutional Support	8,825,198	550,570	6.24	622,095	18.60
Scholarships and Fellowships	2,206,107	640,403	29.03	801,204	36.27
Total	<u>14,129,956</u>	<u>2,391,743</u>	<u>16.93</u>	<u>2,469,981</u>	<u>20.01</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ -</u>		<u>\$ -</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Two Months Ended October 31, 2016

Local Restricted Funds

	Adjusted Budget	Actual (16.67%)	% Actual to Adjusted Budget	10/31/15	% of 8/31/16 Actual
REVENUES:					
Local Grants	\$ 2,097,440	\$ 1,032,778	49.24	\$ 976,146	40.86
Total	<u>2,097,440</u>	<u>1,032,778</u>	<u>49.24</u>	<u>976,146</u>	<u>40.86</u>
EXPENDITURES:					
Instruction	71,873	6,744	9.38	16,278	19.93
Public Service	232,375	29,050	12.50	30,334	17.61
Academic Support	264,040	44,804	16.97	43,641	21.52
Student Services	40,446	3,311	8.19	13,671	26.01
Institutional Support	28,570	5,755	20.14	1,228	1.95
Scholarships and Fellowships	1,791,648	978,026	54.59	886,929	44.16
Total	<u>2,428,952</u>	<u>1,067,690</u>	<u>43.96</u>	<u>992,081</u>	<u>38.44</u>
TRANSFERS AMOUNG FUNDS:					
Transfers In	(351,900)	(61,848)	-	(66,261)	-
Transfers Out	20,388	17,863	-	79,410	-
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ 44,799</u>		<u>\$ (29,084)</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Two Months Ended October 31, 2016

27 Texas Public Education Grant

	Adjusted Budget	Actual (16.67%)	% Actual to Adjusted Budget	10/31/15	% of 8/31/16 Actual
REVENUES:					
Credit Tuition	\$ 1,727,382	\$ 1,112,686	64.41	\$ 1,020,522	56.92
Total	1,727,382	1,112,686	64.41	1,020,522	56.92
EXPENDITURES:					
Scholarships and Fellowships	1,727,382	931,813	53.94	877,388	45.61
Total	1,727,382	931,813	53.94	877,388	45.61
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	\$ -	\$ 180,873		\$ 143,134	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Two Months Ended October 31, 2016

28 Private Gifts and Donations

	<u>Adjusted Budget</u>	<u>Actual (16.67%)</u>	<u>% Actual to Adjusted Budget</u>	<u>10/31/15</u>	<u>% of 8/31/16 Actual</u>
REVENUES:					
Sales & Service	<u>\$ -</u>	<u>\$ 26,184</u>	<u>-</u>	<u>\$ 11,618</u>	<u>8.09</u>
Total	<u>-</u>	<u>26,184</u>	<u>-</u>	<u>11,618</u>	<u>8.09</u>
EXPENDITURES:					
Instruction	<u>-</u>	<u>960</u>	<u>-</u>	<u>1,337</u>	<u>6.94</u>
Total	<u>-</u>	<u>960</u>	<u>-</u>	<u>1,337</u>	<u>6.94</u>
Net Increase (Decrease) in Net Position	<u><u>\$ -</u></u>	<u><u>\$ 25,224</u></u>		<u><u>\$ 10,281</u></u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Two Months Ended October 31, 2016

Auxiliary Enterprises

	Adjusted Budget	Actual (16.67%)	% Actual to Adjusted Budget	10/31/15	% of 8/31/16 Actual
REVENUES:					
Sales & Services	\$ 40,000	\$ 11,848	29.62	\$ 15,734	13.39
Auxiliary Services	3,333,075	898,851	26.97	871,369	26.61
Total	<u>3,373,075</u>	<u>910,699</u>	<u>27.00</u>	<u>887,103</u>	<u>26.16</u>
EXPENDITURES:					
Non-Instructional Labor	830,891	117,167	14.10	137,240	15.03
Benefits	143,552	74,616	51.98	78,477	17.80
Supplies	1,643,121	149,613	9.11	171,010	25.45
Travel	257,083	35,548	13.83	42,225	8.14
Contracted Services	419,016	51,271	12.24	90,046	26.73
Scholarships and Fellowships	1,181,426	506,297	42.85	492,252	31.38
Utilities	15,550	2,699	17.36	8,920	39.63
Total	<u>4,490,639</u>	<u>937,211</u>	<u>20.87</u>	<u>1,020,170</u>	<u>22.77</u>
TRANSFERS AMONG FUNDS:					
Transfers In	(1,117,564)	(26,512)	-	(133,067)	-
Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ -</u>		<u>\$ -</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Two Months Ended October 31, 2016

95 Retirement of Indebtedness

	Adjusted Budget	Actual (16.67%)	% Actual to Adjusted Budget	10/31/15	% of 8/31/16 Actual
REVENUES					
Investment Income	\$ -	\$ 136,162	-	\$ 26,714	6.56
Local Taxes - Debt Service	<u>27,502,805</u>	<u>102,347</u>	<u>0.37</u>	<u>89,456</u>	<u>0.40</u>
Total	<u>27,502,805</u>	<u>238,509</u>	<u>-</u>	<u>116,170</u>	<u>0.51</u>
EXPENDITURES					
Institutional Support	<u>30,086,057</u>	<u>3,375,042</u>	<u>11.22</u>	<u>2,760,261</u>	<u>19.40</u>
Total	<u>30,086,057</u>	<u>3,375,042</u>	<u>11.22</u>	<u>2,760,261</u>	<u>19.40</u>
TRANSFERS AMONG FUNDS:					
Transfers In	(2,583,252)	-	-	-	-
Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ (3,136,533)</u>		<u>\$ (2,644,091)</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Two Months Ended October 31, 2016

97 Investment in Plant

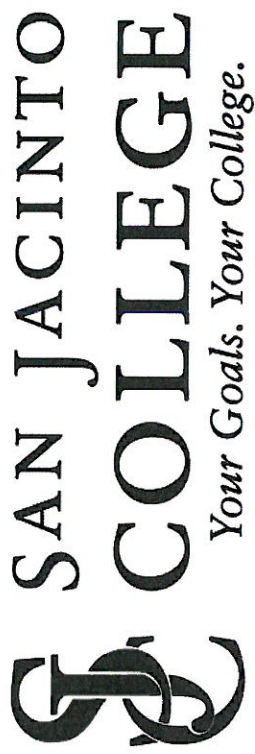
	Adjusted Budget	Actual (16.67%)	% Actual to Adjusted Budget	10/31/15	% of 8/31/16 Actual
EXPENDITURES					
Depreciation	\$ 20,351,251	\$ 3,031,721	14.90	\$ 2,505,628	15.74
Capital Purchases	-	(47,992)	-	(176,451)	12.08
Total	<u>20,351,251</u>	<u>2,983,729</u>	<u>-</u>	<u>2,329,177</u>	<u>16.11</u>
Net Increase (Decrease) in Net Position	<u>\$ (20,351,251)</u>	<u>\$ (2,983,729)</u>		<u>\$ (2,329,177)</u>	

Capital Improvement Program

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Two Months Ended October 31, 2016

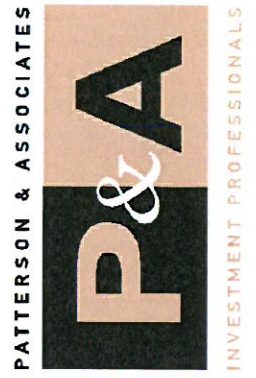
91 Capital Projects

	<u>Adjusted Budget</u>	<u>Actual (16.67%)</u>	<u>10/31/15</u>
REVENUES:			
Investment Income	<u>\$ -</u>	<u>\$ -</u>	<u>-</u>
Total	<u>-</u>	<u>-</u>	<u>-</u>
EXPENDITURES:			
Bond Programs	<u>-</u>	<u>4,455,897</u>	<u>1,494,266</u>
Total	<u>-</u>	<u>4,455,897</u>	<u>1,494,266</u>
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ (4,455,897)</u>	<u>\$ (1,494,266)</u>



Monthly Investment Report

October 31, 2016



A Moderate and Mixed Mood

There was plenty of information to move markets this month but with the overriding cloud of the elections and the continued wagering on the possibility of a December rate hike, the markets found relative balance and in the end moved very little beginning to end.

The markets continue to focus on the big three: jobs, inflation and growth.

Job growth remains positive and though it has dropped from its higher average of 250k, it still has a respectable showing at 170k a month. Jobs in September reported in lower than expected but then expectations are running high on growth in general.

On the all-important inflation front, the cost of living in the US (CPI) rose (0.3%) and took the reading to a five month high. And although the YOY headline number was up, the core rate (excluding volatile food and energy) rose much less than expected. Most of the increase for the consumer was in energy and housing: up 1.5% from the last month. The energy boost will stay as long as oil remains in the \$50 range as it has for a few months based on supply issues. This slow trend matches PPI, which is slowly creeping upward.

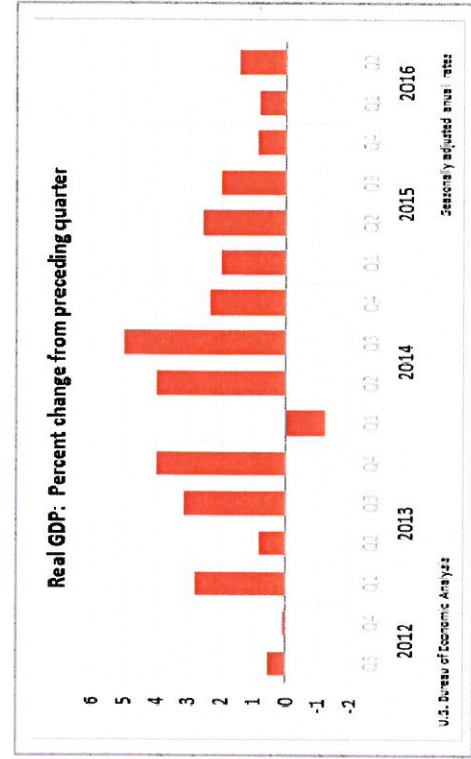
Manufacturing has also been slow in its upward trudge. ISM (Institute of Supply Management) has moved into positive territory in growth. The Fed's Beige Book reports it as an expansion with "modest" growth and a "mostly positive" outlook in most regions of the US. All eyes are on GDP which has breached the 1% barrier but only slightly.

Much of the growth verdict rests with the consumer. Retail sales jumped up nicely in October and with continued job growth this should persist but consumer sentiment, which is a large component of sales, has been tenuous at best. Most sales are holding in families with incomes above \$75,000 but sentiment is shifting for lower incomes. Contrary to this is a bump in new home sales: the best 3-month run in 8 years! Much of this could be the result of the bombastic presidential campaign rhetoric which is wearing seemingly everyone down.

Overseas the picture is much the same as the US. Growth is not by any stretch robust but it can be found from Europe to China.

China was a major issue this month as it reported slowing exports and the market took this as a forewarning of a major slowdown. However, later in the month the Chinese reported a material increase in their inflation. The inflation gauge had risen for the first time since 2012 and knowing how important that is to the US, it is equally impactful to growth in China.

The EU must also see slow and moderate growth because they chose this month to make no statements on ECB policies (rate changes) and were silent on their quantitative easing program (QE). The ECB has expressed confidence that inflation will reach their 2% target by 2019. Their lack of action shows some optimism but may also show their respect for the markets promised 'taper tantrums' when free money is removed from the system. The ECB will not ease further but will continue to purchase €10 billion a month to moderate rates.



The Hawks are Impatient

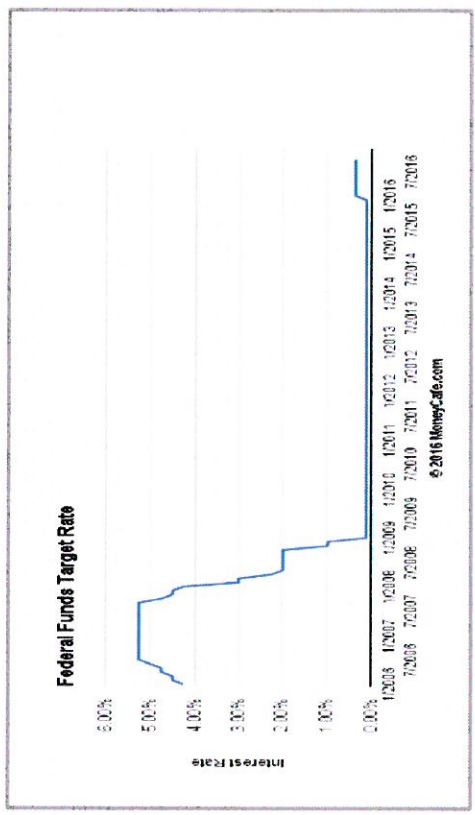
The hawks are boisterously calling for a rate increase at the Federal Reserve. Several US Fed officials and voting members of the FOMC have spoken of being “close” to targets while patting themselves vigorously on the backs for the progress brought about by low rates. This position was buoyed by economic data in Europe which came in surprisingly upbeat and moving to the upside. This is a major change where yields and sentiment have been among the lowest globally.

Those calling for a rate increase in November (highly unlikely) or December are concerned that continued low rates may draw us into a recession (as has occurred in the past) or into a severe inflationary spike. An inflation spike (especially one occurring with other global inflation moves) could force the Fed to raise rates too fast in the future shocking the system back into recession.

The FOMC minutes from the last meeting confirmed that these hawks have equally determined counter-weights in the doves – led by the Chair – who see the economy too vulnerable to withstand a rate increase. Low inflation and barely increasing GDP gives the doves adequate ammunition (cover?) to stay the course.

Regardless of the FOMC vote count the Fed is going to lose its waning credibility if it does not raise rates by the December meeting. After an increase, we will not have to move to get international funds into our markets. But if energy costs do not continue to drag down inflation pressures, prices may start to increase worldwide.

All central bankers are intent on growing their economies and protecting their currencies. A rate increase in the US will strengthen the dollar further. As other currencies decline versus the dollar, their inflation will rise reducing their impetus to cut rates further. China has been actively pushing its currency lower to counter the dollar's strength to improve their own exports. They are now at a 6-year low.



On another front, a major milestone was reached this month as the money market mutual fund markets settled into new regulations. (As differentiated from money market accounts which are a depository account at your bank). The changes are designed to make the money market funds more liquid and able to withstand a financial stress period (usually defined as 30 days). The rules make the funds more liquid and force them to the highest credit quality to assure a liquid secondary market.

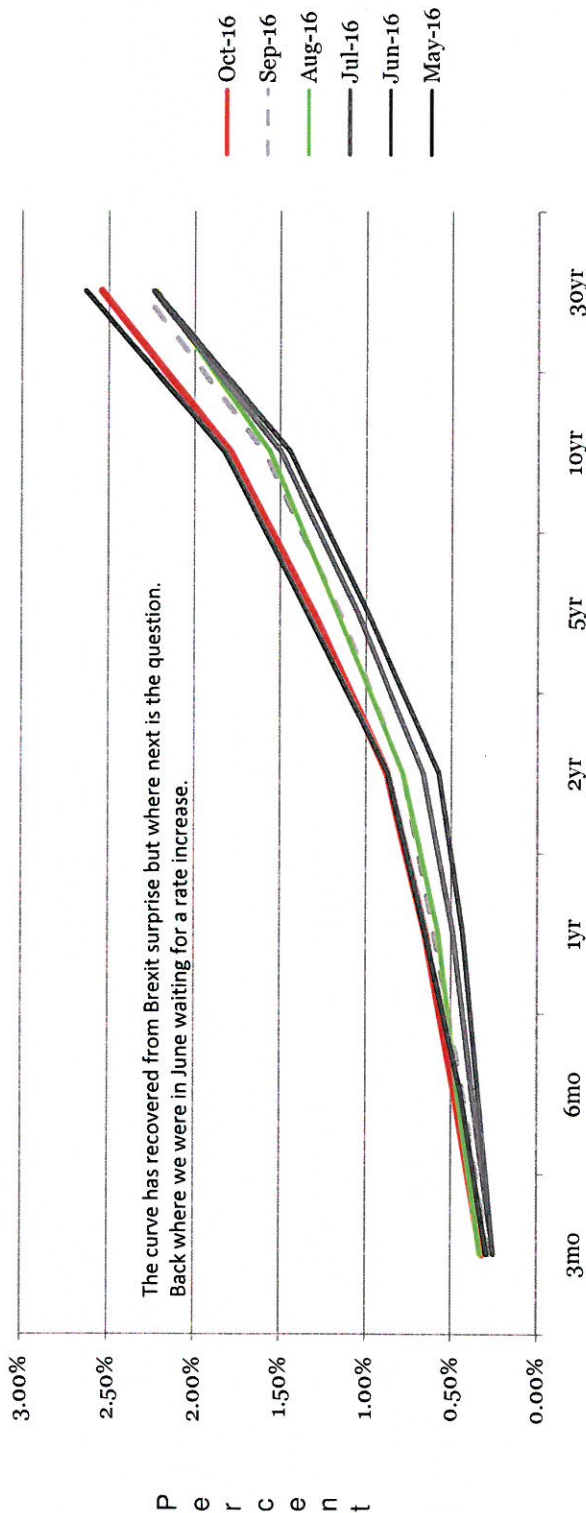
The biggest change apparent to users however is that the “prime” money market mutual funds (the only ones previously authorized to use corporate notes which are defined as ‘illiquid’ securities) are now *mutual* funds and will no longer ‘strive to maintain a \$1 net asset value. The ‘primes’ will still be called money market funds but will fluctuate with portfolio market prices just like other mutual funds.

Remember under the PFIA you are only authorized to use funds which ‘strive to maintain a \$1 NAV.



Rates are Moving Without the Fed

- October saw considerable volatility with news events and the movement of funds shifting between money market fund types, but little noticeable overall change is evident.
- Treasuries may continue to fall in the long end now with no specific dovish action being taken in Europe and a slightly better outlook on the continent. Britain's PM Mrs. May is taking and talking definitive steps towards a *hard take out* of Britain out of the EU. At this point that simply adds to the uncertainty we have seen for years.
- The continued unevenness of economic data has kept investors on the edge and the prices range-bound. The biggest issues facing the markets now are the Presidential election and the continuing possibility of a December rate hike.

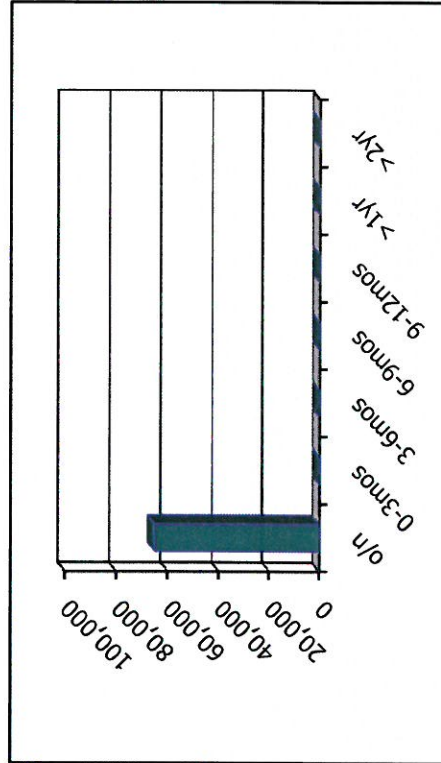
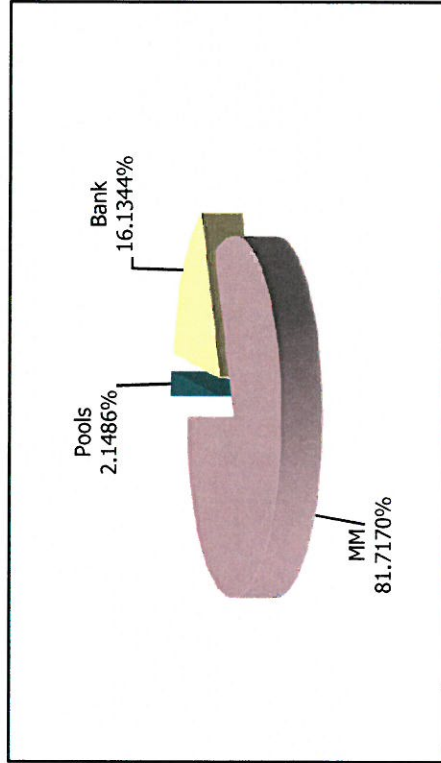


End of Month Rates - Full Yield Curve - Fed Funds to 30yr

General Portfolio

As of October 31, 2016

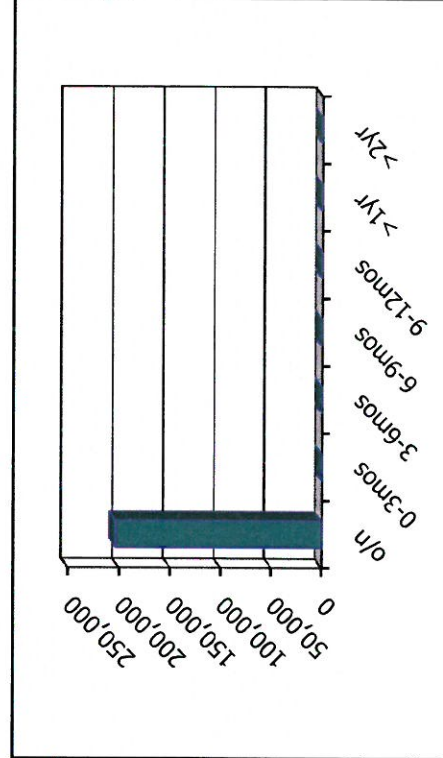
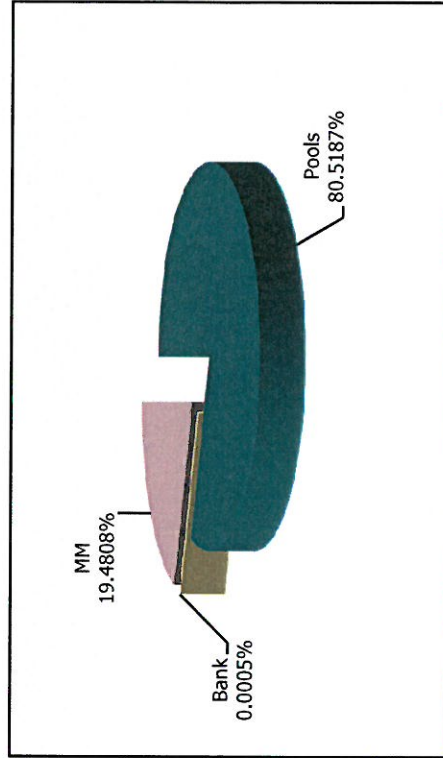
- P&A constantly reviews your portfolio for optimal asset allocation and a controlled average maturity because a diversified portfolio can better adjust to volatile market conditions.
- The very short-term rates have moved up in the last quarter offering some opportunities for diversification – especially for those with access to commercial paper. Past one year there are many more alternatives as rates creep up.
- Banks remain *uninterested* in new deposits and municipal debt has become less attractive as the supply of new muni bonds dries up. Few outperform the agencies at this point in time.
- It is still time to reduce cash balances and stretch out longer and into the two year area if possible.



Bond Portfolio

As of October 31, 2016

- P&A constantly reviews your portfolio for optimal asset allocation and a controlled average maturity because a diversified portfolio can better adjust to volatile market conditions.
- The very short-term rates have moved up in the last quarter offering some opportunities for diversification – especially for those with access to commercial paper. Past one year there are many more alternatives as rates creep up.
- Banks remain *uninterested* in new deposits and municipal debt has become less attractive as the supply of new muni bonds dries up. Few outperform the agencies at this point in time.
- It is still time to reduce cash balances and stretch out longer and into the two year area if possible.





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 Austin, TX 78746

San Jacinto Community College
 Portfolio Management
 Portfolio Summary
 October 31, 2016

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 365 Equiv.
Passbook/Checking Accounts	10,483,408.54	10,483,408.54	10,483,408.54	4.01	1	1	0.000
Investment Pools/Money Markets	251,205,609.17	251,205,609.17	251,205,609.17	95.99	1	1	0.406
Investments	261,689,017.71	261,689,017.71	261,689,017.71	100.00%	1	1	0.389
Total Earnings	October 31	Month Ending	Fiscal Year To Date				
Current Year	84,026.26		167,916.04				

The following reports are submitted in accordance with the Public Funds Investment Act (Texas Gov't Code 2256). The reports also offer supplemental information not required by the Act in order to fully inform the governing body of the San Jacinto Community College/Foundation of the position and activity within the College's and Foundation's portfolio of investments. The reports include a management summary overview, a detailed inventory report for the end of the period, a transaction report, as well as graphic representations of the portfolio to provide full disclosure to the governing body.

[Signature]
 Vice Chancellor of Fiscal Affairs

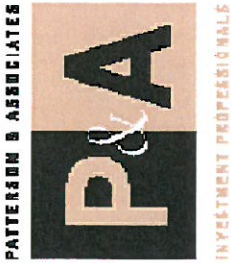
11/28/16



San Jacinto Community College
Summary by Type
October 31, 2016
Grouped by Fund

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 Austin, TX 78746

Security Type	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: Bond Funds						
Investment Pools/Money Markets	10	196,715,644.18	196,715,644.18	75.17	0.410	1
Subtotal	10	196,715,644.18	196,715,644.18	75.17	0.410	1
Fund: Consolidated Portfolio						
Passbook/Checking Accounts	9	10,483,408.54	10,483,408.54	4.01	0.000	1
Investment Pools/Money Markets	6	54,489,964.99	54,489,964.99	20.82	0.390	1
Subtotal	15	64,973,373.53	64,973,373.53	24.83	0.327	1
Total and Average	25	261,689,017.71	261,689,017.71	100.00	0.389	1



**San Jacinto Community College
Fund BOND - Bond Funds
Investments by Fund
October 31, 2016**

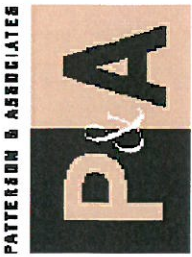
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Suite 195
Austin, TX 78746

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
Investment Pools/Money Markets											
708340211	10064	JPM - Debt Service	12/05/2007	446.12	446.12	446.12	0.150	0.147	0.150		1
XX794	10228	East West ICS 08 Bond Proceeds	09/09/2014	9,752,898.51	9,752,898.51	9,752,898.51	0.450	0.443	0.450		1
XX844	10229	East West ICS Debt Service	09/09/2014	8,059,842.59	8,059,842.59	8,059,842.59	0.450	0.443	0.450		1
86-72000794	10231	East West MM 08 Bond Proceeds	09/09/2014	250,095.55	250,095.55	250,095.55	0.450	0.443	0.450		1
86-72004242	10233	East West MM 15 Bond Proceeds	08/06/2015	20,008,692.02	20,008,692.02	20,008,692.02	0.450	0.443	0.450		1
86-72000844	10232	East West MM Debt Service	09/09/2014	250,095.55	250,095.55	250,095.55	0.450	0.443	0.450		1
999999999	10084	LSIP GOF - 2008 Bond Proceeds	10/03/2008	3,929,055.14	3,929,055.14	3,929,055.14	0.400	0.394	0.400		1
999999917	10234	LSIP GOF - 2015 Bond Proceeds	08/06/2015	4,797,951.93	4,797,951.93	4,797,951.93	0.400	0.394	0.400		1
999999918	10235	LSIP GOF - 2016 Bond Proceeds	04/20/2016	149,275,090.83	149,275,090.83	149,275,090.83	0.400	0.394	0.400		1
999999916	10106	LSIP GOF - Debt Service	07/30/2009	391,475.94	391,475.94	391,475.94	0.400	0.394	0.400		1
Subtotal and Average				196,715,644.18	196,715,644.18	196,715,644.18	0.404	0.404	0.410		1
Total Investments and Average				196,715,644.18	196,715,644.18	196,715,644.18	0.404	0.404	0.410		1

Fund GEN - Consolidated Portfolio
Investments by Fund
October 31, 2016

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity	
Passbook/Checking Accounts												
1390012195A	10164	Bank of America - Operating	09/01/2015	12,108.57	12,108.57	12,108.57					1	
9999999914	10089	Credit Cards - In Transit	09/01/2015	44,251.50	44,251.50	44,251.50					1	
708340062	10086	Disbursements	09/01/2015	-1,251,956.55	-1,251,956.55	-1,251,956.55					1	
707759296	10069	JPM - Federal Programs	09/01/2015	0.00	0.00	0.00					1	
707759338	10062	JPM - Operating	09/01/2015	11,788,449.26	11,788,449.26	11,788,449.26					1	
707759346	10085	Payroll Fund	09/01/2015	-120,199.04	-120,199.04	-120,199.04					1	
9999999913	10088	Petty Cash	09/01/2015	20,150.00	20,150.00	20,150.00					1	
707759353	10181	Student Deferred Income	09/01/2015	0.00	0.00	0.00					1	
707759361	10103	JPM - Workmen's Comp	09/01/2015	-9,395.20	-9,395.20	-9,395.20					1	
				Subtotal and Average	10,483,408.54	10,483,408.54		0.000	0.000		1	

Investment Pools/Money Markets												
XXX810	10227	East West ICS	09/09/2014	40,099,368.95	40,099,368.95	40,099,368.95	0.450	0.443	0.450		1	
86-7200810	10230	East West MM	09/09/2014	250,095.55	250,095.55	250,095.55	0.450	0.443	0.450		1	
9999999993	10034	LSIP GOF - Operating	09/01/2007	10,508.55	10,508.55	10,508.55	0.400	0.394	0.400		1	
707759320	10035	JPM - Money Market	09/01/2007	12,504,548.75	12,504,548.75	12,504,548.75	0.200	0.197	0.200		1	
9999999996	10038	TCB - Money Market	09/26/2007	239,803.10	239,803.10	239,803.10	0.350	0.345	0.350		1	
9999999991	10032	TexPool	09/01/2007	1,385,640.09	1,385,640.09	1,385,640.09	0.383	0.377	0.382		1	
				Subtotal and Average	54,489,964.99	54,489,964.99		0.385	0.390		1	
				Total Investments and Average	64,973,373.53	64,973,373.53		0.323	0.327		1	



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San Jacinto Community College
Interest Earnings
 Sorted by Fund - Fund
 October 1, 2016 - October 31, 2016
 Yield on Average Book Value

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Annualized Rate	Yield	Adjusted Interest Earnings		
										Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
Fund: Bond Funds												
708340211	10064	BOND	RRP	446.12	92,503.04	84,414.87		0.150	0.150	10.73	0.00	10.73
999999999	10084	BOND	RRP	3,929,055.14	5,434,788.07	4,643,809.56		0.400	0.401	1,582.88	0.00	1,582.88
999999916	10106	BOND	RRP	391,475.94	262,578.22	284,750.04		0.400	0.400	96.70	0.00	96.70
XXX794	10228	BOND	RRP	9,752,898.51	9,752,804.80	9,750,273.49		0.450	0.350	2,898.51	0.00	2,898.51
XXX844	10229	BOND	RRP	8,059,842.59	8,054,457.58	8,057,332.66		0.450	0.350	2,395.28	0.00	2,395.28
86-72000794	10231	BOND	RRP	250,095.55	250,092.46	250,015.82		0.450	0.450	95.55	0.00	95.55
86-72000844	10232	BOND	RRP	250,095.55	250,092.47	250,015.82		0.450	0.450	95.55	0.00	95.55
86-72004242	10233	BOND	RRP	20,008,692.02	25,009,246.60	22,742,812.43		0.450	0.450	8,692.02	0.00	8,692.02
999999917	10234	BOND	RRP	4,797,951.93	3,597,223.76	5,276,297.76		0.400	0.398	1,784.75	0.00	1,784.75
999999918	10235	BOND	RRP	149,275,090.83	150,247,262.05	149,946,349.63		0.400	0.400	50,976.33	0.00	50,976.33
	Subtotal			196,715,644.18	202,951,049.05	201,286,072.07			0.401	68,628.30	0.00	68,628.30
Fund: Consolidated Portfolio												
999999991	10032	GEN	RRP	1,385,640.09	4,134,755.80	3,673,143.49		0.383	0.382	1,190.54	0.00	1,190.54
999999996	10038	GEN	RRP	239,803.10	239,731.84	239,734.14		0.350	0.350	71.26	0.00	71.26
707759320	10035	GEN	RRP	12,504,548.75	12,502,428.71	12,502,497.10		0.200	0.200	2,120.04	0.00	2,120.04
999999993	10034	GEN	RRP	10,508.55	9,208.65	10,421.49		0.400	0.400	3.54	0.00	3.54
XXX810	10227	GEN	RRP	40,099,368.95	40,078,112.85	40,087,234.79		0.450	0.350	11,917.03	0.00	11,917.03
86-7200810	10230	GEN	RRP	250,095.55	250,092.47	250,015.82		0.450	0.450	95.55	0.00	95.55
	Subtotal			54,489,964.99	57,214,330.32	56,763,046.82			0.319	15,397.96	0.00	15,397.96
	Total			251,205,609.17	260,165,379.37	258,049,118.90			0.383	84,026.26	0.00	84,026.26

San Jacinto College Foundation

Statement of Financial Position

As of October 31, 2016

ASSETS

Current Assets

Checking/Savings

General Fund \$1,282,042

Other Funds 0

Total Checking/Savings 1,282,042

Accounts Receivable

Pledge Receivables 253,800

Special Events Receivables 29,695

Total Accounts Receivable 283,495

Other Current Assets

Short Term Investments

Goldman Sachs 9,424,082

Capital Bank CD 202,489

Prosperity Bank 201,529

Total SJC Short Term Investments 9,828,100

Total Current Assets 11,393,637

TOTAL ASSETS

\$11,393,637

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

Event Payable 635

Grants Payable 183,469

Programs Payable 33,164

Endowments Payable 110,681

Scholarship Payables 181,752

Student Success Payables 6,600

Total Accounts Payable 516,301

Total Current Liabilities 516,301

Total Liabilities 516,301

Equity

Net Assets 10,665,964

Net Income 211,373


Total Equity 10,877,336

TOTAL LIABILITIES & EQUITY

\$11,393,637

San Jacinto College Foundation
Statement of Activities
For the Period Ending October 31, 2016

	2016	2015	Favorable / (Unfavorable)
Ordinary Income/Expense			
Income			
Contributions			
Grant Contributions	\$0	\$5,000	(\$5,000)
Permanently Restricted	148,360	1,770	146,590
Program Sponsorship	88,505	122,131	(33,625)
Unrestricted Foundation	0	0	0
Temporarily Restricted	112,358	218,176	(105,819)
Total Contributions	<u>349,223</u>	<u>347,077</u>	<u>2,146</u>
Other Income			
Special Events	101,622	218,984	(117,362)
Investment Income	21,558	37,823	(16,265)
Realized Gain / (Loss)	1,211,386	0	1,211,386
Unrealized Gain / (Loss)	(1,211,430)	11,049	(1,222,478)
Total Other Income	<u>123,136</u>	<u>267,855</u>	<u>(144,719)</u>
Total Income	472,358	614,932	(142,574)
Expense			
Programs			
Scholarships Awarded	151,972	181,198	29,227
Grants Awarded	0	30,297	30,297
Programs Sponsored	49,746	31,615	(18,130)
Student Success Initiatives	0	37,695	37,695
Total Programs	<u>201,717</u>	<u>280,805</u>	<u>79,088</u>
Supporting Services			
Management and General	6,033	3,746	(2,287)
Fundraising	52,485	74,343	21,857
Sponsorship Expense	750	1,570	820
Total Supporting Services	<u>59,269</u>	<u>79,659</u>	<u>20,390</u>
Total Expense	<u>260,986</u>	<u>360,464</u>	<u>99,478</u>
Net Ordinary Income	211,373	254,468	(43,095)
Other Income / Expenses			
Net Other Income	<u>\$211,373</u>	<u>\$254,468</u>	<u>(\$43,095)</u>


SAN JACINTO
COLLEGE
 FOUNDATION
Contributions Report
 October 2016

Donors	Amount	Fund
		Dianne Wahl Horton Memorial, Dual Credit Students Scholarship, Energy Venture Scholarship, General Scholarship, Golf
Corporations	\$131,538	Tournament, North Campus Baseball Program, PVF Scholarship
Foundations	342	Golf Tournament, SJC Foundation
		Alumni Fund, Foundation Memorial, Golf Tournament, Jennifer
Individuals	11,466	Puryear Scholarship, Jimmy Catoe Music Scholarship, Pope Cosmetology Scholarship,
Total Donation	<u><u>143,346</u></u>	
 Employee Contributions		
		Brysh Garza Firefighter Scholarship, Catherine O'brien
Various	2,515	Emergency Fund, Golf Tournament, John Locke Memorial, Promise for their Future, South Softball Program
Total Employee Contributions	<u><u>2,515</u></u>	
Total Contributions	<u><u>\$145,861</u></u>	

2008 Capital Improvement Program								
Report as of October 31, 2016								
Project	Base Budget	Budget Adjustments	Current Budget	Executed Change Orders	Encumbered Funds	YTD Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
Central								
1203 - CC Anders Gym	10,398,474	(9,210,501)	1,187,973	-	-	109,723	1,078,250	9.24%
1102 - CC In-Fill	47,572	1,197,962	1,245,534	-	-	1,196,220	49,314	96.04%
Sub-total	10,446,046	(8,012,538)	2,433,508	-	-	1,305,943	1,127,564	53.67%
North								
2202 - NC Nichols Gym	4,949,996	(4,381,454)	568,542	-	-	18,617	549,925	3.27%
2102 - NC In-Fill	23,086	903,178	926,264	-	864	858,928	66,473	92.82%
2612 - NC Plant Chiller	14,225	1,626,427	1,640,652	-	1,565,353	12,566	62,733	96.18%
2601 - NC Baseball Batting and Pitching	475,965	114,992	590,957	-	93,715	486,031	11,211	98.10%
Sub-total	5,463,272	(1,736,857)	3,726,415	-	1,659,932	1,376,142	690,341	81.47%
South								
3202 - SC Smallwood Gym	6,919,331	(6,350,774)	568,557	-	-	18,557	550,000	3.26%
3102 - SC In-Fill	23,086	1,324,393	1,347,479	-	625	970,467	376,387	72.07%
3601 - SC Softball Press Box	26,500	18,500	45,000	-	8,420	22,772	13,808	69.32%
Sub-total	6,968,917	(5,007,880)	1,961,037	-	9,045	1,011,796	940,195	52.06%
District								
6601 - Generation Park	200,000	14,233	214,233	-	-	212,577	1,656	99.23%
6602 - District Board Room Renovation	144,951	-	144,951	-	60,915	-	84,036	42.02%
6705 - Data Networking	3,100,000	-	3,100,000	-	3,075,000	-	25,000	99.19%
720100 - Program Management	-	845,608	845,608	-	160,733	11,707	673,168	20.39%
726800 - Contingency	15,526,261	(10,161,995)	5,364,266	-	-	-	5,364,266	-
Sub-total	18,971,212	(9,302,154)	9,669,058	-	3,296,648	224,285	6,148,125	36.41%
Projects Substantially Complete								
2201 - NC Lehr Library	2,022,600	12,026,576	14,049,176	-	66,929	13,829,600	152,647	98.91%
6803 - Maritime Training Facility	18,000,000	8,913,148	26,913,148	181,654	701,550	26,204,232	7,366	99.97%
Sub-total	20,022,600	20,939,724	40,962,324	181,654	768,479	40,033,832	160,013	99.61%
Projects Closed								
1001 - CC Primary Service Retrofit	2,774,950	1,695,228	4,470,178	-	-	4,470,178	-	100.00%
1109 - CC Maintenance & Police Bldg	3,560,360	2,702,048	6,262,408	-	-	6,262,408	-	100.00%
1202 - CC Davis Library	8,418,096	(155,756)	8,262,340	-	-	8,262,340	-	100.00%
1217 - CC Transportation Center Buildout	-	1,039,383	1,039,383	-	-	1,039,383	-	100.00%
1301 - CC Building 31 Renovation	-	497,887	497,887	-	-	497,887	-	100.00%
1817 - CC Transportation Center	17,333,267	2,998,752	20,332,019	(137,768)	-	20,332,019	-	100.00%
1818 - CC Industrial Tech Buildings	7,758,416	(3,727,679)	4,030,737	-	-	4,030,737	-	100.00%
1820 - CC Paving & Drainage	10,490,274	(913,895)	9,576,379	(207,575)	-	9,576,379	-	100.00%
1821 - CC Allied Health Addition	10,568,880	1,189,925	11,758,805	296,549	-	11,758,805	-	100.00%
1908 - CC Science Building	35,752,627	(148,641)	35,603,986	-	-	35,603,986	-	100.00%
1909 - CC Petrochem/Vo Tech Building	-	187,771	187,771	-	-	187,771	-	100.00%
2401 - NC Outdoor Lighting	13,472	785	14,257	-	-	14,257	-	100.00%
2402 - NC MET Infrastructure N Library	851,510	(792,067)	59,443	-	-	59,443	-	100.00%
2901 - NC Paving & Drainage	3,142,449	(435,395)	2,707,054	(15,714)	-	2,707,054	-	100.00%
2903 - NC Student Success Center	11,093,580	801,084	11,894,664	(499,063)	-	11,894,664	-	100.00%
2906 - NC Science & Allied Health	42,240,000	(6,014,982)	36,225,018	-	-	36,225,018	-	100.00%
3201 - SC Parker Williams Library	2,449,600	369,372	2,818,972	-	-	2,818,972	-	100.00%
3401 - SC Traffic Signal Relocation	75,988	(25,773)	50,215	-	-	50,215	-	100.00%
3402 - SC Water and Electrical Upgrade	29,305	(5,044)	24,261	-	-	24,261	-	100.00%
3903 - SC Student Success Center	8,220,000	2,074,228	10,294,228	109,650	-	10,294,228	-	100.00%
3905/3911 - SC Paving & Drainage	2,747,068	7,891,993	10,639,061	-	-	10,639,061	-	100.00%
3906 - SC Mechanical Upgrades	1,252,855	(558,604)	694,251	(19,524)	-	694,251	-	100.00%
3907 - SC MEP Infrastructure	4,381,500	283,388	4,664,888	-	-	4,664,888	-	100.00%
*3908 - SC Primary Service at New Site	809,625	(809,625)	-	-	-	-	-	-
3909 - SC Science & Allied Health	53,868,525	(6,251,379)	47,617,145	-	-	47,617,145	-	100.00%
1828/2814/3817 - D DDC Network	2,190,750	-	2,190,750	-	-	2,509,064	-	100.00%
6003 - D Graphics	900,000	724,824	1,624,824	-	-	1,624,824	-	100.00%
6902 - D Campus Mechanical Upgrades	1,869,857	518,564	2,388,421	(3,767)	-	2,388,421	-	100.00%
6007 - D Furniture Consultant	335,000	(335,000)	-	-	-	-	-	-
Sub-total	233,127,954	3,119,704	236,247,658	(477,212)	-	236,247,658	-	100.00%
TOTALS	295,000,000	-	295,000,000	(295,558)	5,734,105	280,199,656	9,066,239	96.93%
*Funds reallocated to other projects.								
	Fiscal Year 2008 CIP Expenditure	136,403						
	Fiscal Year 2009 CIP Expenditure	3,442,083						
	Fiscal Year 2010 CIP Expenditure	24,831,811						
	Fiscal Year 2011 CIP Expenditure	64,513,921						
	Fiscal Year 2012 CIP Expenditure	89,492,069						
	Fiscal Year 2013 CIP Expenditure	41,378,480						
	Fiscal Year 2014 CIP Expenditure	17,693,910						
	Fiscal Year 2015 CIP Expenditure	26,723,926						
	Fiscal Year 2016 CIP Expenditure	11,729,185						
	Fiscal Year 2017 CIP Expenditure	257,868						
	Total CIP Expenditure	280,199,656						

2015 Revenue Bond

As of October 31, 2016

Project	Base Budget	Budget Adjustments	Current Budget	Executed Change Orders	Encumbered Funds	YTD Expenditures	Remaining Balance	Percent of Budget Encumbered/Expensed
North - CIT								
North CIT - 904605-722909	47,591,645	-	47,591,645	-	14,791,049	26,375,294	6,425,302	86.50%
Contingency (726900)	2,408,355	-	2,408,355	-	-	-	2,408,355	-
Sub-total	50,000,000	-	50,000,000	-	14,791,049	26,375,294	8,833,657	82.33%
Fiscal Year 2015 CIP Expenditure	843,435							
Fiscal Year 2016 CIP Expenditure	21,702,061							
Fiscal Year 2017 CIP Expenditure	3,829,798							
Total CIP Expenditure	26,375,294							

2015 Bond - San Jac Tomorrow Capital Improvement Program

Report as of October 31, 2016

Project	Base Budget	Budget Adjustments	Current Budget	Executed Change Orders	Encumbered Funds	YTD Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expended
Central								
1601 - CC Petro-Chemical Center	52,450,000	-	52,450,000	-	1,176,721	769,185	50,504,095	3.71%
1602 - CC Welcome Center	16,600,000	(519,580)	16,080,420	-	60,856	25,094	15,994,470	0.53%
1603 - CC Class Room Building	47,155,000	(1,475,952)	45,679,049	-	44,300	26,650	45,608,099	0.16%
1604 - CC Central Data Closets	2,444,000	(76,497)	2,367,503	-	-	-	2,367,503	-
1605 - CC Central Access Security	1,852,000	(57,968)	1,794,032	-	-	-	1,794,032	-
1606 - CC Freis Demo	1,153,000	-	1,153,000	-	-	-	1,153,000	-
1607 - CC Davison Building Reno	14,970,000	(468,561)	14,501,439	-	-	-	14,501,439	-
1608 - CC McCollum Center Reno	24,685,000	(772,641)	23,912,360	-	-	-	23,912,360	-
1609 - CC McCollum North Reno	2,535,000	(79,346)	2,455,655	-	-	-	2,455,655	-
1610 - CC Ball Demo	1,725,000	-	1,725,000	-	-	-	1,725,000	-
1611 - CC Anderson Demo	2,654,000	(83,070)	2,570,930	-	-	-	2,570,930	-
1612 - CC Stadium and Track Demo	174,000	(5,446)	168,554	-	-	-	168,554	-
1613 - CC Central DDC Network	1,160,000	(36,308)	1,123,692	-	-	-	1,123,692	-
1614 - CC Central Plant Upgrades	1,160,000	(36,308)	1,123,692	-	-	-	1,123,692	-
Sub-total	170,717,000	(3,611,676)	167,105,324	-	1,281,876	820,929	165,002,519	1.26%
North								
2601 - NC Cosmetology/Culinary Center	22,845,000	(715,049)	22,129,952	-	-	-	22,129,952	-
2602 - NC North Data Closets	915,000	(28,640)	886,361	-	-	-	886,361	-
2603 - NC Chiller Plant Replacement	1,450,000	(1,450,000)	-	-	-	-	-	-
2604 - NC Lehr Library Demo	650,000	(20,345)	629,655	-	-	-	629,655	-
2605 - NC North Access/Security	877,000	(27,450)	849,550	-	-	-	849,550	-
2606 - NC Wheeler Reno	14,300,000	(447,590)	13,852,410	-	-	-	13,852,410	-
2607 - NC Brightwell Reno	6,628,000	(207,456)	6,420,544	-	-	-	6,420,544	-
2608 - NC Spencer Reno	13,000,000	(406,900)	12,593,100	-	-	-	12,593,100	-
2609 - NC North DDC Network	580,000	(18,154)	561,846	-	-	-	561,846	-
2610 - NC Underground Utility Tunnel	11,600,000	-	11,600,000	-	-	-	11,600,000	-
2611 - NC 24 Acres Wetlands Mitigation	2,000,000	-	2,000,000	-	-	-	2,000,000	-
2612 - NC Uvalde Expansion	5,000,000	-	5,000,000	-	-	-	5,000,000	-
Sub-total	79,845,000	(3,321,584)	76,523,417	-	-	-	76,523,417	-
South								
3601 - SC Engineering/Technology Center	28,400,000	(888,920)	27,511,080	-	110,000	-	27,401,080	0.40%
3602 - SC Cosmetology Center	16,213,000	(507,467)	15,705,533	-	148,500	-	15,557,033	0.95%
3603 - SC Longenecker Reno	22,555,000	(705,972)	21,849,029	-	57,577	660	21,790,792	0.27%
3604 - SC South Data Closets	765,000	(23,945)	741,056	-	-	-	741,056	-
3605 - SC South Primary electrical Upgrade	5,800,000	(181,540)	5,618,460	-	-	-	5,618,460	-
3606 - SC South Access/ Security	599,000	(18,749)	580,251	-	-	-	580,251	-
3607 - SC South HW/CW Relocation	10,266,000	(321,326)	9,944,674	-	-	-	9,944,674	-
3608 - SC South Sanitary Sewer Rehabilitation	1,160,000	(36,308)	1,123,692	-	-	-	1,123,692	-
3609 - SC Fire House Expansion	5,585,000	(174,811)	5,410,190	-	-	-	5,410,190	-
3610 - SC Jones Reno	13,803,000	(432,034)	13,370,966	-	-	-	13,370,966	-
3611 - SC Bruce Student Center Reno	10,400,000	(325,520)	10,074,480	-	-	-	10,074,480	-
3612 - SC Auto Body Demo	312,000	-	312,000	-	-	-	312,000	-
3613 - SC South DDC Network	580,000	(18,154)	561,846	-	-	-	561,846	-
Sub-total	116,438,000	(3,634,744)	112,803,256	-	316,077	660	112,486,520	0.28%
Maritime								
6603 - MC Maritime Expansion	28,000,000	-	28,000,000	-	-	-	28,000,000	-
Sub-total	28,000,000	-	28,000,000	-	-	-	28,000,000	-
Admin								
6602 - College Development	30,000,000	-	30,000,000	-	-	-	30,000,000	-
6604 - Dist Construction Studies	-	283,820	283,820	-	246,880	-	36,940	86.98%
720100 - Program Management	-	9,118,003	9,118,003	-	1,886,704	201,558	7,029,741	22.90%
736601 - Contingency	-	1,166,180	1,166,180	-	-	-	1,166,180	-
Sub-total	30,000,000	10,568,003	40,568,003	-	2,133,584	201,558	38,232,861	5.76%
TOTALS	425,000,000	-	425,000,000	-	3,731,537	1,023,148	420,245,316	1.12%

Fiscal Year 2016 CIP Expenditure	654,917
Fiscal Year 2017 CIP Expenditure	368,230
Total CIP Expenditure	<u>1,023,148</u>

Repair and Renovation

Report as of October 31, 2016

Project	Base Budget	Budget Adjustments	Current Budget	Executed Change Orders	Encumbered Funds	FY15-16 Expenditures	FY17 Expenditures	Total Expenditures	Moved to Construction in Process	Remaining Balance	Percent of Budget Encumbered/ Expensed
Central											
F16067 - CC Tank Storage Roof	4,638	-	4,638	-	4,638	-	-	-	-	-	100.00%
F17001 - CC Misc. R&R at Central Campus	5,000	-	5,000	-	-	-	-	-	-	5,000	-
F17014 - CC C30.110 Drill Press	4,137	-	4,137	-	4,137	-	-	-	-	-	100.00%
F17018 - CC Vet Center Window Film	813	-	813	-	813	-	-	-	-	-	100.00%
F17021 - CC C3.150/152 Renovation	35,845	-	35,845	-	35,745	-	-	-	-	100	99.72%
Sub-total	50,433	-	50,433	-	45,333	-	-	-	-	5,100	89.89%
North											
F16089 - NC N10.149 Renovation	7,179	-	7,179	-	7,179	-	-	-	-	-	100.00%
F17002 - NC Misc. R&R at North Campus	5,000	-	5,000	-	-	-	-	-	-	5,000	-
F17012 - NC N10.252 Electrical and AV/Data	1,903	-	1,903	-	1,903	-	-	-	-	-	100.00%
F17013 - NC N10.230 Electrical and Av/Data	5,616	-	5,616	-	5,616	-	-	-	-	-	100.00%
Sub-total	19,698	-	19,698	-	14,698	-	-	-	-	5,000	74.62%
South											
F17003 - SC Misc. R&R at South Campus	5,000	-	5,000	-	2,277	-	57	57	-	2,666	46.68%
F17011 - SC AECOM Build-out	20,000	-	20,000	-	-	-	-	-	-	20,000	-
F17015 - SC S6.160 Demountable door	2,721	-	2,721	-	444	-	-	-	-	2,277	16.32%
Sub-total	27,721	-	27,721	-	2,721	-	57	57	-	24,943	10.02%
District											
F17004 - Dist Misc. at the College Admin Bldg.	5,000	-	5,000	-	500	-	940	940	-	3,560	28.80%
F17005 - Dist Misc. Furniture Storage All Campuses	5,000	-	5,000	-	4,647	-	353	353	-	-	100.00%
F17007 - DIST A1.105 Power Whips	2,140	-	2,140	-	2,140	-	-	-	-	-	100.00%
F17008 - Dist A1. ADA Design Services	20,360	-	20,360	-	20,360	-	-	-	-	-	100.00%
F17009 - Dist FI Furniture moves	5,000	-	5,000	-	5,000	-	-	-	-	-	100.00%
Sub-total	37,500	-	37,500	-	32,647	-	1,293	1,293	-	3,560	90.51%
Contingency (720700)	1,070,684	(132,718)	937,966	-	-	-	-	-	-	937,966	-
Sub-total	1,070,684	(132,718)	937,966	-	-	-	-	-	-	937,966	-
Projects Substantially Complete											
F16081 - Dist A1.114 Renovation for OGM	195,710	(4,914)	190,796	-	2,235	186,251	2,310	188,561	-	-	100.00%
Sub-total	195,710	(4,914)	190,796	-	2,235	186,251	2,310	188,561	-	-	100.00%
TOTALS	1,401,746	(137,632)	1,264,114	-	97,634	186,251	3,660	189,911	-	976,569	22.75%

**2008 Bond Program
Master Schedule**

ID	Task Name	Start	2008				2009				2010				2011				2012				2013				2014				2015				2016				2017				2018	
			Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2					
1	Central Campus	Wed 6/4/08	[Blue bar spanning from Qtr 2 2008 to Qtr 2 2018]																																									
2	1820 - Paving & Drainage	Mon 12/1/08	[Black bar from Qtr 1 2009 to Qtr 4 2011]																																									
8	1817 - Transportation Center	Wed 6/4/08	[Black bar from Qtr 2 2008 to Qtr 4 2012]																																									
15	1818 - Industrial Technology II	Mon 2/1/10	[Black bar from Qtr 1 2010 to Qtr 4 2013]																																									
25	1109 - Maintenance/Police	Mon 6/6/11	[Black bar from Qtr 2 2011 to Qtr 4 2014]																																									
39	1301 - Building 31	Mon 6/6/11	[Black bar from Qtr 2 2011 to Qtr 4 2014]																																									
53	1821 - Allied Health	Sun 3/1/09	[Black bar from Qtr 1 2009 to Qtr 4 2012]																																									
67	1908 - Science Building	Wed 7/1/09	[Black bar from Qtr 2 2009 to Qtr 4 2014]																																									
84	1001 - Primary Service Retrofit	Mon 10/18/10	[Black bar from Qtr 3 2010 to Qtr 4 2015]																																									
94	1202 - Davis Library	Mon 1/9/12	[Black bar from Qtr 1 2012 to Qtr 4 2015]																																									
108	1203 - Anders Gym	Mon 9/21/15	[Purple bar from Qtr 3 2015 to Qtr 2 2018]																																									
121	North Campus	Sun 6/1/08	[Green bar spanning from Qtr 2 2008 to Qtr 2 2018]																																									
122	2901 - Pavement & Drainage	Sun 6/1/08	[Black bar from Qtr 2 2008 to Qtr 4 2011]																																									
128	2903 - Student Success Center	Mon 2/2/09	[Black bar from Qtr 1 2009 to Qtr 4 2012]																																									
142	2906 - Science & Allied Health	Wed 7/1/09	[Black bar from Qtr 2 2009 to Qtr 4 2013]																																									
156	2201 - Lehr Library	Mon 6/3/13	[Dark red bar from Qtr 2 2013 to Qtr 4 2016]																																									
170	2202 - Nichols Gym	Mon 9/21/15	[Purple bar from Qtr 3 2015 to Qtr 2 2018]																																									
184	South Campus	Thu 1/1/09	[Red bar spanning from Qtr 1 2009 to Qtr 2 2018]																																									
185	3903 - Student Success Center	Mon 2/2/09	[Black bar from Qtr 1 2009 to Qtr 4 2012]																																									
199	3905 - Paving & Drainage	Sun 3/1/09	[Black bar from Qtr 1 2009 to Qtr 4 2012]																																									
212	3906 - Mechanical Upgrades	Thu 1/1/09	[Black bar from Qtr 1 2009 to Qtr 4 2011]																																									
218	3907 - MEP Infrastructure	Mon 3/1/10	[Black bar from Qtr 2 2010 to Qtr 4 2013]																																									
224	3909 - Science & Allied Health	Mon 6/29/09	[Black bar from Qtr 3 2009 to Qtr 4 2014]																																									
238	3201 - Parker Williams Library	Mon 1/9/12	[Black bar from Qtr 1 2012 to Qtr 4 2015]																																									
252	3202 - Smallwood Gym	Mon 9/21/15	[Purple bar from Qtr 3 2015 to Qtr 2 2018]																																									
266	District	Fri 8/1/08	[Yellow bar spanning from Qtr 2 2008 to Qtr 4 2016]																																									
267	Graphics	Mon 11/30/09	[Black bar from Qtr 4 2009 to Qtr 4 2011]																																									
271	DDC Network	Thu 1/1/09	[Black bar from Qtr 1 2009 to Qtr 4 2014]																																									
274	6902 - Campus Mechanical Upgrades	Fri 8/1/08	[Black bar from Qtr 2 2008 to Qtr 4 2011]																																									
280	6803 - Maritime Center	Mon 10/12/09	[Black bar from Qtr 4 2009 to Qtr 4 2016]																																									

SAN JACINTO COLLEGE DISTRICT
Building Committee Meeting
November 29, 2016

Members Present: Marie Flickinger, Dan Mims, Brad Hance, Keith Sinor

Members Absent: None

Others Trustees Present: None

Others Present: James Braswell, Bill Dowell, Ken English (AECOM), Jessica Garcia, Allatia Harris, Mike Harris, Joseph Hebert, Brenda Hellyer, Bryan Jones, Angela Klaus, Ann Kokx-Templett, Chet Lewis, Frank Rizzo, Ron Rucker, Jerrel Wade

- I. The meeting was called to order at 4:01 p.m. by committee chair, Marie Flickinger.
- II. Roll Call of Committee Members by Marie Flickinger
 - a. Dan Mims, present.
 - b. Brad Hance, present.
 - c. Keith Sinor, present.
 - d. Other Trustees present: None
- III. Approval of Minutes from the October 25, 2016 Building Committee Meeting
 - a. Marie Flickinger presented the minutes of the October 25, 2016, Building Committee meeting. A motion was made by Dan Mims to accept the minutes as presented, seconded by Brad Hance. The minutes were approved as presented.
- IV. Recommended Projects and Delivery Methods which will provide the best value to the College
 - a. Consideration of Approval of Method of Procurement for the South Campus Engineering and Technology Building and Softball Field Press Box.
 - i. The action item presented deleted the softball field press box. This request provides for Construction Manager at Risk (CMR) as a procurement method for construction of the South Campus Engineering and Technology Building. It was noted that other construction alternatives will be explored for the softball press box project with the softball administration.
 - b. Consideration of Approval of Method of Procurement for the North Campus Wheeler, Brightwell, and Spencer Classroom Buildings Renovation Project
 - i. This request provides for Construction Manager at Risk (CMR) as a procurement method for renovation of the Wheeler, Brightwell, and Spencer Classroom Buildings at the North Campus.
 - c. Consideration of Funding Approval for 2015 Bond Program Technical Professional Services
 - i. This request provides for approval of funding for engineering and consulting services for the 2015 Bond Program.
 - ii. This action will allow for commencement of construction, engineering, inspection, and consulting tasks for Bond funded projects.
 - iii. All firms selected will be reported to the Building Committee and appropriate

approvals requested through the Board of Trustees.

- d. Consideration of Funding Approval for 2015 Bond Program Architects
 - i. This request provides for approval of funding for six (6) of the previously approved architectural firms to provide the design services required for Bond funded projects.
 - ii. Updates will be provided to Building Committee as contracts are negotiated.
- e. Consideration of Approval to Purchase Process Training Unit Documentation
 - i. The referenced technical documentation from Brazosport College will provide supplemental information to be used in developing the technical designs for the proposed Central Campus Petrochem process technology training systems.
 - ii. This agreement will authorize funding for delivery and use of technical documentation for the large, exterior process training unit and also multiple, smaller interior process training units. The agreement may be split into two separate agreements to expedite receiving certain documents related to the process plant to allow the completion of Tellepsen Engineering contract.
- f. Consideration of Approval to Purchase Dell Computers for North Campus CIT Project
 - i. This request provides authorization for funding to purchase upgraded computer equipment from Dell Marketing.

V. Reports (Reviewed and in the packet)

- a. Bond Project reports were reviewed during Project Updates. Construction Projects report documents were provided to attendees for individual review.

VI. Project Updates

- a. Project 1909 – Petrochemical, Energy, & Technology Center
 - i. Review of Design Development phase documentation for the building is underway. Construction Documents development phase will commence upon approval of the Design Development documents.
- b. Project 2601 - North Baseball Training Facility
 - i. The North Campus Baseball Training Facility is complete.
 - ii. The College is waiting on Harris County for approval of the revised fire alarm system design. The building is currently being used with a temporary occupancy certification.
- c. Project 2909 - North Campus Center for Industrial Technology
 - i. Uvalde Road intersection work is planned for completion the third week of December.
 - ii. The North Campus CIT building will be ready for use following Spring Break (2017).
- d. Project 6803 - Maritime Technology and Training Center
 - i. The spray-on insulation under first floor will be completed and the revised (HVAC) heating coils will be installed during the winter break.

Building Committee Minutes

November 29, 2016

Page 3

- e. 2015 Bond Program Schedule
 - i. Central, North, and South Campus project schedules were reviewed.
- VII. Adjournment – The meeting was adjourned at 4:58 p.m.

Action Item “IX”
Regular Board Meeting December 12, 2016
Consideration of Approval of Amendment to the 2016-2017 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 2016-2017 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 in order to provide the access to funding to meet the objectives set forth within the grant requirements. This budget amendment request includes the additions to restricted revenues and restricted expenses as a result of new awards and changes to existing grants received during the month of November 2016.

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 \$1,808,722, 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-12-12-16

Attachment 2- Grant Detail-12-12-16

RESOURCE PERSONNEL

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SAN JACINTO COLLEGE DISTRICT
Federal, State, and Local Grant Amendments
December 12, 2016

	Fund	Org.	Account	Prog.	Amount Debit (Credit)
<u>U.S. Department of Health and Human Services / Texas Workforce Commission -</u>					
<u>Childcare and Development Block Grant X (New Grant)</u>					
Federal Grant Revenue	539326	56700	554100	110000	\$ (1,000,000)
Non-Instr Labor - Staff	539326	56700	751160	530235	<u>1,000,000</u>
					\$ -
<u>Texas Workforce Commission - San Jacinto Community College District in a Manufacturing Consortium</u>					
<u>with SSAB Texas, Inc. and Vallourec Star (New Grant)</u>					
State Grant Revenue	551026	56700	554200	110000	(259,003)
Non-Instr Labor - Staff	551026	56700	612000	460961	22,702
Benefits	551026	56700	651100	460961	6,811
Capital Equipment	551026	56700	741130	460961	32,740
S/A - Departmental Scholarships T&E	551026	56700	751009	520235	<u>196,750</u>
					-
<u>Texas Higher Education Coordinating Board - Nursing Shortage Reduction Regular Program FY 2017</u>					
<u>(Central Campus) (New Grant)</u>					
State Grant Revenue	555037	56700	554200	110000	(173,489)
Contr Svcs - Instr Outside Provider	555037	56700	731110	160912	<u>173,489</u>
					-
<u>Texas Higher Education Coordinating Board - Nursing Innovations Grant 2017-18 (Central & North) (New Grant)</u>					
State Grant Revenue	555039	56700	554200	110000	(164,915)
Travel	555039	56700	721000	462309	3,260
Contr Svcs - Outside Provider	555039	56700	731110	462309	3,500
Capital Equipment	555039	56700	741130	462309	<u>158,155</u>
					-
<u>Texas Higher Education Coordinating Board - Nursing Shortage Reduction Under 70 Program FY 2016</u>					
<u>(Central & North Campus) (Additional Funds)</u>					
State Grant Revenue	555033	56700	554200	110000	(150,000)
Contr Svcs - Instr Outside Provider	555033	56700	731110	160912	<u>150,000</u>
					-
<u>Texas Higher Education Coordinating Board - Nursing Shortage Reduction Under 70 Program FY 2016</u>					
<u>(South Campus) (Additional Funds)</u>					
State Grant Revenue	555034	56700	554200	110000	(50,000)
Contr Svcs - Instr Outside Provider	555034	56700	731110	160912	<u>50,000</u>
					-

Texas Higher Education Coordinating Board - Nursing Shortage Reduction Regular Program FY 2017

(South Campus) (New Grant)

State Grant Revenue	555038	56700	554200	110000	(11,315)
Contr Svcs - Instr Outside Provider	555038	56700	731110	160912	<u>11,315</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.

New Grant and Additional Funding Summary by Agency:

U.S. Department of Health & Human Services	\$ 1,000,000
Texas Workforce Commission	259,003
Texas Higher Education Board	<u>549,719</u>
	\$ 1,808,722

December 12, 2016 Board Book – Grant Amendments Detail List

U.S. Department of Health and Human Services / Texas Workforce Commission - Childcare and Development Block Grant X (New Grant)

The grant designates the Texas Workforce Commission (TWC) to be the lead agency for the administration of Childcare and Development Funds (CCDF) available under Title VI of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996. The law creates two block grants that provide States with the funds necessary to help families avoid welfare assistance. In particular, States are given a block grant to provide cash and other benefits to help needy families support their children while simultaneously requiring families to make verifiable efforts to leave welfare for work. The San Jacinto College Office of Grants Management serves as a fiscal agent for students, faculty, and staff who qualify for the program. The daycare facilities at San Jacinto Community College District's (SJCCD) campuses care for just some of these children. Other children are served at local daycares within SJCCD service area. By reporting daycare expenses quarterly to TWC, SJCCD serves as the hub from which the service area benefits from the distribution of support for needy families throughout the community at daycares of the parent's choice. The award amount represents the amount available to all SJCCD students.

Texas Workforce Commission - San Jacinto Community College District (SJCCD) in a Manufacturing Consortium with SSAB Texas, Inc. and Vallourec Star (New Grant)

The biggest obstacle in hiring employees is finding those individuals with the skills necessary to perform work at the required level and to do so while maintaining safety and efficiency. Facilities expand, new markets appear, and employees need to master new skills for growth, as companies adjust. Through this grant project SJCCD will purchase equipment and train SSAB Texas, Inc. and Vallourec Star workers to meet the challenges of the future sustained growth.

Texas Higher Education Coordinating Board - Nursing Shortage Reduction Regular Program FY 2017 (Central Campus) (New Grant)

This program is designed to achieve the following outcomes: 1) increase the number of graduates from professional nursing programs, 2) increase the percentage of students in professional nursing programs that graduate within a reasonable time as determined by the board, and 3) increase the number of graduates from master's and doctoral programs in nursing that join the faculty of a professional nursing program. These funds are paid in advance and must be repaid if targets are not met. Consequently, spending will be suspended until there is clear evidence that the metrics will be achieved.

Texas Higher Education Coordinating Board - Nursing Innovations Grant 2017-18 (Central & North) (New Grant)

The program is designed to provide funding to nursing programs to fully transition a portion of clinical training to simulation training. Increasing student simulation training affords an opportunity to fully use simulation training methods recognized as effective by nursing educators, while reducing reliance on decreasing clinical capacity. The funds will support professional development for the nursing staff to build simulation training scenarios and will also be used to purchase additional instructional equipment needed to make the instruction truly interactive. This grant is for Central and North campus Nursing Departments.

Texas Higher Education Coordinating Board - Nursing Shortage Reduction Under 70 Program FY 2016 (Central & North Campus) (Additional Funds)

This program is designed based on the following: 1) an increase in the number of initial nursing licensure students in professional nursing programs, 2) target percentages are determined by the institution, 3) institutions are advanced award funds, 4) institutions must repay funds if the targets are not met. Consequently, spending in the grant will be suspended until there is clear evidence that the metrics will be achieved.

Texas Higher Education Coordinating Board - Nursing Shortage Reduction Under 70 Program FY 2016 (South Campus) (Additional Funds)

This program is designed based on the following: 1) an increase in the number of initial nursing licensure students in professional nursing programs, 2) target percentages are determined by the institution, 3) institutions are advanced award funds, 4) institutions must repay funds if the targets are not met. Consequently, spending in the grant will be suspended until there is clear evidence that the metrics will be achieved.

Texas Higher Education Coordinating Board - Nursing Shortage Reduction Regular Program FY 2016 (South Campus) (Additional Funds)

This program is designed to achieve the following outcomes: 1) increase the number of graduates from professional nursing programs, 2) increase the percentage of students in professional nursing programs that graduate within a reasonable time as determined by the board, and 3) increase the number of graduates from master's and doctoral programs in nursing that join the faculty of a professional nursing program. These funds are paid in advance and must be repaid if targets are not met. Consequently spending will be suspended until there is clear evidence that the metrics will be achieved.

Action Item "X"
Regular Board Meeting December 12, 2016

Consideration of Approval of the 2015-2016 Comprehensive Annual Financial Report

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve acceptance of the comprehensive annual financial report and the independent auditor's reports for the fiscal year ended August 31, 2016.

BACKGROUND

The comprehensive annual financial report for the fiscal year ended August, 31, 2016 and the independent auditor's reports thereon are presented for Board review and acceptance. The independent auditing firm of Doeren Mayhew CPAs and Advisors has issued an unmodified or "clean" opinion on the College's financial statements and federal and state assistance programs.

The College is required to meet the reporting quality standards of the Texas Higher Education Coordinating Board as presented in its annual financial report reporting requirements manual. For the report for the fiscal year ended August 31, 2016, the College has elected to meet the higher quality standards of the Government Finance Officers Association (GFOA) in an attempt to qualify the report for the GFOA Certificate of Achievement for Excellence in Financial Reporting. The GFOA certificate is only awarded to government units and public employee retirement systems whose comprehensive annual financial reports achieve the highest standards in government accounting and financial reporting.

IMPACT OF THIS ACTION

Approval by the Board of Trustees satisfies requirements of the State of Texas, the Texas Higher Education Coordinating Board, and the U.S. Government that the College have its accounting records audited annually by a firm of independent certified public accountants and their audit opinion be accepted by the Board of Trustees. Acceptance by the Board of Trustees will allow the College to meet reporting and filing timelines.

BUDGET INFORMATION

No budget impact.

MONITORING AND REPORTING TIMELINE

None

ATTACHMENTS

Draft copy of the San Jacinto College 2015-2016 Comprehensive Annual Financial Report is provided under separate cover

Action Item "X"
Regular Board Meeting December 12, 2016

Consideration of Approval of the 2015-2016 Comprehensive Annual Financial Report

RESOURCE PERSONNEL

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Bill Dickerson	281-998-6142	bill.dickerson@sjcd.edu

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the proposed 2017-2018 Academic Calendar.

BACKGROUND

An academic calendar is approved annually, providing dates for college functions, activities, and due dates. The development of the academic calendar is a process that takes several months. It begins with discussions with local independent school districts about their proposed calendars in order to eliminate conflicts and establish, to the extent possible, consistency in holiday breaks and coordination around opening and closing dates for the terms. Development also includes reviewing the semester start dates of other colleges in the Gulf Coast region. Calendar development is led by an internal committee consisting of faculty, staff, and administrators to ensure that schedule conflicts and internal priorities are addressed.

IMPACT OF THIS ACTION

The proposed calendar is in line with the opening dates as set by the Texas Common Calendar for fall, spring, and summer. The fall 2017 and spring 2018 start dates align at this time with the proposed Houston Community College, Lone Star College, and University of Houston Clear Lake calendars. University of Houston Main and Downtown will start one week earlier. Some of the high school districts have not finalized their start dates for fall 2017; however, should they not align, the school districts will arrange transportation for dual credit students affected by the different start dates. The dates for the December 2017 and May 2018 commencements are listed as “to be determined” until a site can be secured. The proposed winter break of December 21, 2017 through January 1, 2018, includes eight working days as usual. The total annual number of employee holidays is 21, which is consistent with prior years.

BUDGET INFORMATION

No budgetary impact.

MONITORING AND REPORTING TIMELINE

The academic calendar is monitored closely during the year to evaluate the effectiveness and continuance of current and new processes.

ATTACHMENTS

Attachment 1 - Draft 2017-2018 Academic Calendar
Attachment 2 - Academic Calendar Constituent Groups Roster

**Action Item “XI”
Regular Board Meeting December 12, 2016
Consideration of Approval of 2017-2018 Academic Calendar**

RESOURCE PERSONNEL

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**PROPOSED
San Jacinto College District
Academic Calendar
2017-2018**

SUBJECT TO CHANGE

**San Jacinto College District
DRAFT Academic Calendar 2017-2018**

PROPOSED 2017-2018

Fall 2017 (Term 201810) - Fall Term, Take2, Weekend, All Parts of Term	
February 15, 2017 (W)	Campus-Based and Foundation Scholarship Application opens for Fall 2017 (201810) Last day to apply for scholarships is June 30, 2017
March 6, 2017 (M)	Open SOS and Course Finder for View Access Only
April 10 (M)-April 23, 2017 (SU)	Priority Registration for Fall 2017 (201810) (Currently Enrolled Students Only)
April 24 (M)-August 17, 2017 (TH)	Registration (All Students & Applicants)
June 30, 2017 (F)	Campus-Based and Foundation Scholarship Application close for Fall 2017 (201810)
June 30, 2017 (F)	Financial Aid Deadline for Fall 2017 (201810)
July 25, 2017 (T)	Fall 2017 (201810) Installment Payment Plan Available Installment Payment Plan Due Dates: September 18, 2017 (M) October 16, 2017 (M) November 13, 2017 (M) All payments due by 7:00 PM
August 12-16, 2017 (SA-W)	Blackboard Maintenance (System Unavailable)
August 17, 2017 (TH)	Payment Deadline for ALL registrations through August 17, 2017 at 7:00 pm Any unpaid or partially unpaid registrants will be subject to being removed from one or more courses.
August 18, 2017 (F)-November 19, 2017 (SU)	Registration Open for Fall 2017 (201810) and all financial obligations not covered by financial aid, installment payment plan, third party agreement, exemption, or scholarship must be paid on day of registration
August 18, 2017 (F)	Campus-Based and Foundation Scholarship Application opens for Spring 2018 (201820) Last day to apply for scholarships is October 30, 2017
August 21-25, 2017 (M-F)	College Community Week
August 28, 2017 (M)	Full Semester (1), First Twelve-Week (12A), First Eight-Week (8A), Six-Week (6A), First Five-Week (5A), & First Four-Week (4A) Classes Begin
August 31 Noon-September 1, 2017 1:00 AM (TH-F)	Banner Down-Fiscal End-of-Year Processing
September 1, 2017 (F)	Banner Reopens at 1:00 AM
September 2-4, 2017 (SA-M)	Facilities & Utility System Maintenance
September 4, 2017 (M)	Labor Day Holiday (No Classes Held)
September 8, 2017 (F)	Fourteen-Week Weekend (14S) Classes Begin
September 11, 2017 (M)	Take2 Thirteen-Week (13B) Classes Begin
September 15, 2017 (F)	Thirteen-Week Weekend Full Term (1W) & Six-Week Weekend (6AS) Classes Begin
September 18, 2017 (M)	Installment Payment Plan Due Date by 7:00 PM
September 22, 2017 (F)	First Four-Week (4A) Ends (Last Day of Finals)
September 23, 2017 (SA)	Banner Maintenance (Banner & SOS unavailable)
September 25, 2017 (M)	Second Twelve-Week (12B) & Second Four-Week (4B) Classes Begin
September 29, 2017 (F)	First Five-Week (5A) Ends (Last Day of Finals)
October 2, 2017 (M)	Second Five-Week (5B) Classes Begin
October 6, 2017 (F)	Six-Week (6A) Ends (Last Day of Finals)
October 9, 2017 (M)	Ten-Week (10) Classes Begin
October 16, 2017 (M)	Installment Payment Plan Due Date by 7:00 PM
October 20, 2017 (F)	Staff Professional Development Day
October 20, 2017 (F)	First Eight-Week (8A) & Second Four-Week (4B) End (Last Day of Finals)
October 21, 2017 (SA)	Banner Maintenance (Banner & SOS unavailable)
October 22, 2017 (SU)	Six-Week Weekend (6AS) Ends (Last Day of Finals)
October 23, 2017 (M)	Second Eight-Week (8B) & Third Four-Week (4C) Classes Begin
October 26, 2017 (TH)	Last Day to Apply for December Graduation (Commencement will be held December 16 (SA) or
October 27, 2017 (F)	Seven-Week Weekend (7BS) Classes Begin
October 30, 2017 (SU)	Campus-Based and Foundation Scholarship Application closes for Spring 2018 (201820)
November 3, 2017 (F)	Second Five-Week (5B) Ends (Last Day of Finals)
November 6, 2017 (M)	Third Five-Week (5C) Classes Begin
November 11, 2017 (SA)	Banner Maintenance (Banner & SOS unavailable)
November 13, 2017 (M)	Installment Payment Plan Due Date by 7:00 PM
November 17, 2017 (F)	First Twelve-Week (12A) & Third Four-Week (4C) End (Last Day of Finals)

**San Jacinto College District
DRAFT Academic Calendar 2017-2018**

November 20, 2017 (M)	Fourth Four-Week (4D) Classes Begin
November 22-26, 2017 (Inclusive) (W-SU)	Thanksgiving Holidays (No Classes Held)
November 22-26, 2017 (W-SU)	Facilities & Utility System Maintenance
December 8, 2017 (F)	Take2 Thirteen-Week (13B) & Third Five-Week (5C) End (Last Day of Finals)
December 10, 2017 (SU)	Fourteen-Week Weekend (14S), Thirteen-Week Weekend Full Term (1W) & Seven-Week Weekend (7BS) End (Last Day of Finals)
December 15, 2017 (F)	Full Semester (1), Second Twelve-Week (12B), Ten-Week (10), Second Eight-Week (8B), Fourth Four-Week (4D) End (Last Day of Finals)
December 16, 2017 (SA)	Grades due for Final Parts of Term (1, 12B, 10, 8B, 4D)
December 16 (SA) or 17 (SU), 2017	College-wide Commencement
Please consult the Fall 2017 (201810) Online Schedule of Classes for Registration & Payment Times, Refund Dates, Drop Deadlines, Final Exam Schedule, Grades Due, and possible additional part-of-term information or changes.	
Spring 2018 (Term 201820) Holiday Mini Term, Spring Term, Take2, Weekend, All Parts of Term	
August 18, 2017 (F)	Campus-Based and Foundation Scholarship Application opens for Spring 2018 (201820) Last day to apply for scholarships is October 30, 2017
September 25, 2017 (M)	Open SOS and Course Finder for View Access Only
October 9 (M)-October 22, 2017 (SU)	Priority Registration for Spring 2018 (201820) (Currently Enrolled Students Only)
October 21, 2017 (SA)	Banner Maintenance (Banner & SOS unavailable)
October 23 (M) -December 14, 2017 (TH)	Registration for Holiday Mini 2017 (201820) (All Students & Applicants)
October 23, 2017 (M)-January 4, 2018 (TH)	Registration for Spring 2018 (201820) (all students & all applicants)
October 30, 2017 (M)	Campus-Based Foundation Scholarship Application closes for Spring 2018 (201820)
November 11, 2017 (SA)	Banner Maintenance (Banner & SOS unavailable)
November 14, 2017 (T)	Spring 2018 (201820) Installment Payment Plan Available Installment Payment Plan Due Dates: February 19, 2018 (M) March 26, 2018 (M) April 16, 2018 (M) All payments due by 7:00 PM
November 22-26, 2017 (Inclusive) (W-SU)	Thanksgiving Holidays (No Classes Held)
November 22-26, 2017 (W-SU)	Facilities & Utility System Maintenance
December 14, 2017 (TH)	Payment Deadline by 7:00 PM for Holiday Mini 2017 (201820)
December 15-17, 2017 (F-SU)	Registration Open And Payment Due on Day of Registration for Holiday Mini 2017
December 18, 2017 (M)	Holiday Mini Term (3) Classes Begin
December 21, 2017 (TH)-January 1, 2018 (M)	Winter Holiday - Administrative Offices Closed
December 21, 2017 (TH)-January 1, 2018 (M)	Facilities & Utility System Maintenance
December 25, 2017 (M)	Winter Holiday (No Classes Held)
January 1, 2018 (M)	New Year's Holiday (No Classes Held)
January 4, 2018 (TH)	Registration Payment Deadline by 7:00 PM for ALL registrations through January 4, 2018 for Spring 2018 (201820). Any unpaid or partially unpaid registrants will be subject to being removed from one or more courses.
January 5, 2018 (F)	Holiday Mini Term (3) Ends (Last Day of Finals)
January 5 (F)-April 15, 2018 (SU)	Registration Open for Spring 2018 (201820) and all financial obligations not covered by financial aid, installment payment plan, third party agreement, exemption, or scholarship must be paid on day of registration.
January 7-9, 2018 (SU-T)	Blackboard Maintenance - System Unavailable
January 8-12, 2018 (M-F)	College Community Week
January 15, 2018 (M)	Facilities & Utility System Maintenance
January 15, 2018 (M)	Martin Luther King Jr., Holiday
January 16, 2018 (T)	Full Semester (1), Nineteen-Week Span-Flex (19A) First Twelve-Week (12A), First Eight-Week (8A), Six-Week (6A), First Five-Week (5A), & First Four-Week (4A) Classes Begin
January 19, 2018 (F)	Fifteen-Week Weekend (15S) Classes Begin
January 26, 2018 (F)	First Six-Week Weekend (6AS) Classes Begin
January 29, 2018 (M)	Take2 Thirteen-Week (13B) Classes Begin

**San Jacinto College District
DRAFT Academic Calendar 2017-2018**

February 2, 2018 (F)	Thirteen-Week Weekend Full Term (1W) Classes Begin
February 8, 2018 (TH)	College Community Day (No Classes Held Day & Evening)
February 9, 2018 (F)	First Four-Week (4A) Ends (Last Day of Finals)
February 12, 2018 (M)	Second Four-Week (4B) & Second Twelve-Week (12B) Classes Begin
February 15, 2018 (TH)	Campus-Based and Foundation Scholarship Application opens for Fall 2018 (201910) Last day to apply for scholarships is June 30, 2018
February 16, 2018 (F)	First Five-Week (5A) Ends (Last Day of Finals)
February 19, 2018 (M)	Installment Payment Plan Due Date by 7:00 PM
February 19, 2018 (M)	Second Five-Week (5B) Classes Begin
February 23, 2018 (F)	Six-Week (6A) Ends (Last Day of Finals)
February 24, 2018 (SA)	Banner Maintenance (Banner & SOS unavailable)
February 26, 2018 (M)	Ten-Week (10B) Classes Begins
March 4, 2018 (SU)	First Six-Week Weekend (6AS) Ends (Last Day of Finals)
March 9, 2018 (F)	Second Four-Week (4B) & First Eight-Week (8A) End (Last Day of Finals)
March 12-18, 2018 (Inclusive) (M-SU)	Spring Break
March 12-18, 2018 (M-SU)	Facilities & Utility System Maintenance
March 19, 2018 (M)	Second Eight-Week (8B) & Third Four-Week (4C) Classes Begin
March 23, 2018 (F)	Second Six-Week Weekend (6BS) Classes Begin
March 24, 2018 (SA)	Banner Maintenance (Banner & SOS unavailable)
March 26, 2018 (M)	Installment Payment Plan Due Date by 7:00 PM
March 29, 2018 (F)	Second Five-Week (5B) Ends (Last Day of Finals)
March 29, 2018 (TH)	Last Day to Apply for May Graduation (Commencement will be held May 12 (SA) or 13 (SU), 2018)
March 30-April 1, 2018 (F-SU)	Easter Holidays (No Weekend Classes)
March 30-April 1, 2018 (F-SU)	Facilities & Utility System Maintenance
April 2, 2018 (M)	Third Five-Week (5C) Classes Begin
April 13, 2018 (F)	Third Four-Week (4C) & First Twelve-Week (12A) End (Last Day of Finals)
April 16, 2018 (M)	Installment Payment Plan Due Date by 7:00 PM
April 16, 2018 (M)	Fourth Four-Week (4D) Classes Begin
April 28, 2018 (SA)	Banner Maintenance (Banner & SOS unavailable)
May 4, 2018 (F)	Take2 Thirteen-Week (13B) & Third Five-Week (5C) End (Last Day of Finals)
May 6, 2018 (SU)	Fifteen-Week Weekend (15S), Thirteen-Week Weekend FullTerm (1W), & Second Six-Week Weekend (6BS) End (Last Day of Finals)
May 11, 2018 (F)	Full Semester (1), Second Twelve-Week (12B), Ten-Week (10B), Second Eight-Week (8B), Fourth Four-Week (4D) End (Last Day of Finals)
May 12, 2018 (SA)	Grades due for Final Parts of Term (1, 12B, 10B, 8B, 4D)
May 12 (SA) or 13 (SU), 2018	College-wide Commencement
June 1, 2018 (F)	Nineteen-Week Span Flex (19A) Ends (Last Day of Finals)
Please consult the Spring 2018 (201820) Online Schedule of Classes for Registration & Payment Times, Refund Date, Drop Deadlines, Final Exam Schedule, Grades Due, and possible additional part-of-term information or changes.	
Summer 2018 (201830) Summer Mini Term-May, Summer I-June, Summer II-July, Weekend, All Parts of Term	
(Mid-May to Mid-August Administrative Offices Closed Friday at Noon)	
January 29, 2018 (M)	SOS and Course Finder Open View Access Only
February 15, 2018 (TH)	Campus-Based and Foundation Scholarship Applications open for Fall 2018 (201910) Last day to apply for scholarships is June 30, 2018
February 24, 2018 (SA)	Banner Maintenance (Banner & SOS unavailable)
February 26 (M)-May 3, 2018 (TH)	Registration for Classes Beginning May 14, 2018
February 26 (M)-May 24, 2018 (TH)	Registration for Classes Beginning June 4, 2018
March 12-18, 2018 (Inclusive) (M-SU)	Spring Break
March 12-18, 2018 (M-SU)	Facilities & Utility System Maintenance
March 24, 2018 (SA)	Banner Maintenance (Banner & SOS unavailable)
March 30-April 1, 2018 (F-SU)	Easter Holidays (No Weekend Classes)
March 30-April 1, 2018 (F-SU)	Facilities & Utility System Maintenance

**San Jacinto College District
DRAFT Academic Calendar 2017-2018**

April 17, 2018 (T)	Summer 2018 (201830) Installment Payment Plan Available Installment Payment Plan Dates: June 18, 2018 (M) July 9, 2018 (M) July 23, 2018 (M) All dates due by 7:00 PM
April 28, 2018 (SA)	Banner Maintenance (Banner & SOS unavailable)
May 3, 2018 (TH)	Registration Payment Deadline by 7:00 PM for Classes Beginning May 14, 2018 Any unpaid or partially unpaid registrants will be subject to being removed from one or more courses.
May 4-13, 2018 (F-SU)	Registration Open And Payment Due on Day of Registration for classes beginning May 14, 2018
May 14, 2018 (M)	Three-Week Mini (3), First Eight-Week (8), Eleven-Week (11) & Thirteen-Week (13) Classes Begin
May 18, 2018 (F)	Weekend Twelve-Week Full Term (1W) Classes Begin
May 19, 2018 (SA)	Banner Maintenance (Banner & SOS unavailable)
May 21, 2018 (M)	Twelve-Week (12) Classes Begin
May 24, 2018 (TH)	Registration Payment Deadline by 7:00 PM for ALL registrations through May 24, 2018 for Summer 2018 (201830). Any unpaid or partially unpaid registrants will be subject to being removed from one or more courses.
May 25 (F)-June 3, 2018 (SU)	Registration Open for Classes beginning on June 4, 2018 (201830) and all financial obligations not covered by financial aid, installment payment plan, third party agreement, exemption, or scholarship must be paid on day of registration.
May 25 (F)-July 8, 2018 (SU)	Registration Open for Classes beginning on July 9, 2018 (201830) and all financial obligations not covered by financial aid, installment payment plan, third party agreement, exemption, or scholarship must be paid on day of registration.
May 26-27, 2018 (SA-SU)	Facilities & Utility System Maintenance
May 28, 2018 (M)	Memorial Day Holiday (No Classes Held)
June 1, 2018 (F)	Three-Week Mini (3) Ends (Last Day of Finals)
June 4, 2018 (M)	Full Ten-Week Semester (1), First Five-Week (5A), Second Eight-Week (8A) Classes Begin
June 8, 2018 (F)	Five-Week Weekend (5AS) Classes Begin
June 18, 2018 (M)	Installment Payment Plan Due Date due by 7:00 PM
June 23, 2018 (SA)	Banner Maintenance (Banner & SOS unavailable)
June 30, 2018 (SA)	Campus-Based and Foundation Scholarships close for Fall 2018 (201910)
July 4, 2018 (W)	Independence Day Holiday (no classes held)
July 5, 2018 (TH)	First Five-Week (5A) & First Eight-Week (8) End (Last Day of Finals)
July 8, 2018 (SU)	Five-Week Weekend (5AS) Ends (Last Day of Finals)
July 9, 2018 (M)	Second Five-Week (5B) Classes Begin
July 9, 2018 (M)	Installment Payment Plan Due Date due by 7:00 PM
July 12, 2018 (TH)	Last Day to Apply for August 2018 Graduation (Commencement will be held in December 2018)
July 21, 2018 (SA)	Banner Maintenance(Banner & SOS unavailable)
July 23, 2018 (M)	Installment Payment Plan Due Date by 7:00 PM
July 26, 2018 (TH)	Second Eight-Week (8A) & Eleven-Week (11) End (Last Day of Finals)
August 5, 2018 (SU)	Weekend Full Term (1W) Ends (Last Day of Finals)
August 9, 2018 (TH)	Full Semester (1), Thirteen-Week (13), Twelve-Week (12), Second Five-Week (5B) End (Last Day of Finals)
August 10, 2018 (F)	Grades due for Final Parts of Term (1, 13, 12, 5B)

**San Jacinto College District
DRAFT Academic Calendar 2017-2018**

Please consult the Summer 2018 (201830) Online Schedule of Classes for Registration & Payment Times, Refund Dates, Drop Deadlines, Final Exam Schedule, Grades Due, and possible additional part-of-term information or changes.

Date(s)	Holidays	Number of Holidays
September 4, 2017	Labor Day	1
November 22-26, 2017 (No Weekend Classes)	Thanksgiving	3
December 21, 2017-January 1, 2018 (8)	Winter Break	8
January 15, 2018	Martin Luther King, Jr. Day	1
March 12-18, 2018 (No Weekend Classes)	Spring Break	5
March 30-April 1, 2018 (No Weekend Classes)	Easter Holidays	1
May 28, 2018	Memorial Day	1
July 4, 2018	Independence Day	1
Total Holidays 2017-2018		21

Fall 2018 (201910) – TENTATIVE (not Board approved) DO NOT PRINT IN ANY PUBLICATIONS

Fall Semester 2018 (Term 201910)	
February 26, 2018 (M)	Open SOS and Course Finder for View Access Only
April 9 (M)-April 22, 2018 (SU)	Priority Registration (Currently Enrolled Students Only)
April 23, 2018 (M) - Last Part of Term	Registration (All Students & Applicants)
August 12-17, 2018 (SU-F)	Blackboard Maintenance
August 20-24, 2018 (M-F)	Faculty In-Service
August 27, 2018 (M) (Texas Common Calendar Date)	Regular Classes Begin
December 14, 2018 (F)	Regular Classes End

Academic Calendar Development Committee and Constituent Groups (2017-2018)

Please be sure to communicate any calendar issues and solicit feedback from your constituent groups to bring to the committee.

SLT Sponsor: Laurel Williamson

Constituent Groups	Members	Campus
Administrative Organization	Karen Blankenship	C
Admissions	Kevin McKisson	C
Auxilliary Services	Hilda Boyce	D
Banner Student System Services	April Kearns	D
Blackboard	Niki Whiteside	D
Business Office/Finance	Bill Dickerson	D
Center for Teaching & Learning	Martha Robertson	D
College Preparatory Division	Rebecca Goosen	D
Committee Chair	Wanda Munson	D
Contact Center	Ernesto Wallmark	D
Continuing & Professional Development	Sarah Janes	D
Curriculum/Catalog Manager/Developer	Catherine O'Brien	D
Deans (Academic)	Kelly Simons	C
Deans (Administration)	Don Spies	N
Deans (Health Sciences)	Rhonda Bell	N
Deans (Technical)	Kevin Morris	S
Dual Credit & Early College High Schools	Pam Campbell	D
Educational Planning Counseling & Completion	Shelley Rinehart	C
Facilities and Construction	Bryan Jones - Ron Andell	D
Faculty Member Central	Regina Julian	C
Faculty Member North	John Gillespie	N
Faculty Member South	Connie Duren	S
Faculty Organization	Amy Austin	N
Financial Aid	Robert Merino	D
Foundation (Scholarships)	Tammy McAdams	D
Human Resources	Shanna Dement	D
Information Technology Services	Linda Pennington	D
Institutional Research	George Gonzalez	D
Instructional Technology/DE/Blackboard	Niki Whiteside	D
Marketing	Amanda Fenwick	D
Police	Bruce Caldwell	D
Provosts	Bill Raffetto	N
Records Management	Joan Rondot	D
SACSCOC	Chris Duke	D
Staff Organization	Angela Perkins	S
Vice President of Student Services	Joanna Zimmermann	D
Weekend College & Evening Division	Chris Crumley	C

Action Item “XII”
Regular Board Meeting December 12, 2016
Consideration of Approval to Adjust the 2016-2017
Salary Rate Table for Part-time Faculty and Staff Hourly Rates

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve an adjustment to the 2016-2017 salary rate table for part-time faculty and staff hourly rates.

BACKGROUND

San Jacinto College’s rates for part-time faculty have remained at the current levels for nine years while the part-time faculty rates paid by other local and state community colleges have incrementally escalated. This has contributed to reducing the College’s competitiveness in attracting and retaining part-time faculty. The current rate for part-time faculty at the College for lecture and lab is \$38 and \$32 respectively (has been in place since spring 2007). The three community colleges that San Jacinto College competes with for part-time faculty are currently paying between \$40.10 and \$41.88 per hour. The practice of paying separate rates for lecture and lab courses has also affected our competitiveness as fewer colleges are remaining with that practice. In addition, since the overload rate for full-time faculty is paid at the part-time faculty rates, all full-time faculty who teach more than their standard load have also been affected by this rate dormancy.

The College’s formula pay for nine-month full-time faculty has been based on a multiple of the part-time faculty rate for several years as an incentive to attract the College’s full-time instructors to teach mini-terms and summer classes outside of their contract periods. This program has been very successful in that regard at the current rates. There are no similar programs in the other regional community colleges. The current formula lecture pay rate is \$62.70 per hour, and the current formula lab rate is \$52.80. Anchoring the formula pay lecture and lab rates at the current lecture rate will still provide incentive for full-time faculty to continue teaching outside of their contract periods without adding significant impact to the budget.

Additionally, the College established a \$20 rate for professional development for part-time faculty on September 1, 2014. The rate provides for part-time faculty to be paid for mandatory or optional professional development to benefit San Jacinto College. While this additional rate addressed a need, it did not establish a rate needed for other non-instructional assignments involving part-time faculty or for full-time faculty outside of their contract period. These activities include faculty advising, meetings, curriculum development, and other such activities. It is recommended that a non-instructional rate be established.

Finally, the part-time staff rates have remained unchanged for a longer period than the part-time faculty rates. This is due in part to the transient nature of part-time staff employees as well as the dispersion of those positions throughout the College. Upon examination, several of the part-time rates were found to be the same as they were in 2011, 2006, and even 2001. Many appear to be incongruent in their relation to similar full-time positions as well as the external labor market.

Action Item “XII”
Regular Board Meeting December 12, 2016
Consideration of Approval to Adjust the 2016-2017
Salary Rate Table for Part-time Faculty and Staff Hourly Rates

IMPACT OF THIS ACTION

This recommendation includes multiple components; three related to faculty and one related to part-time staff.

First, the faculty components include a recommendation to adjust the College’s part-time lecture and lab rate to \$42 per hour. Second, the recommendation anchors formula pay for both lecture and lab hours at \$62.70 per hour. The third component of the recommendation includes creating a part-time non-instructional rate for faculty at \$30 per hour. The \$20 per hour for professional development for part-time faculty and the clinical rates will not be changed.

The last component of the recommendation is to increase select part-time staff rates from a minimum of 25 cents per hour to a maximum of \$5 per hour. Additionally, the schedule reflects rates that have been eliminated and for select position descriptions to be clarified.

Approval of the rate adjustments / increases, effective January 1, 2017, will allow the College to implement changes to the 2016-2017 salary rate table for part-time faculty and staff hourly rates.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

Estimated labor expenses on an annual basis, including salary and benefits, will be increased by approximately \$1.7 million for part-time faculty rates, full-time faculty overload rates, and formula pay for regular full-time faculty.

Estimated labor expenses on an annual basis, including salary and benefits, will be increased by approximately \$0.2 million for part-time staff rates.

The rate changes will be effective January 1, 2017. For fiscal year 2017, the budget impact from this recommendation is estimated at \$1.1 million. A budget amendment will be brought to the Board in January for approval.

ATTACHMENTS

Attachment 1 - 2016-2017 Salary Rate Table for Part-time Faculty and Salary Hourly Rates
(changes indicated in yellow)

RESOURCE PERSONNEL

Stephen Trncak	281-998-6348	Stephen.trncak@sjcd.edu
Sandra Ramirez	281-998-2648	sandra.ramirez@sjcd.edu

Attachment 1

**San Jacinto College District
2016-2017 Salary Rate Table
PART-TIME HOURLY RATES**

Position Classification	Position Description	Current Rate	New Rate
Maintenance	Groundskeeper	\$ 8.00	\$ 8.00
Cashier Clerk	Cashier / Clerk - with monetary responsibilities	\$ 8.00	\$ 8.00
Cafeteria/Food Service	Cashier/Catering Attendant/Cook/Wait Person - Entry level	\$ 7.25	\$ 7.50
	Cashier/Cook Level 2 - 6-12 months skill set on grill & food prep or cashier & customer service	\$ 8.00	\$ 8.00
	Banquet Chef - 3 years kitchen & cooking experience w/knowledge of ordering & inventory	\$ 9.00	\$ 9.00
	Banquet Chef Level 2 - Experienced Banquet Chef w/complete knowledge and skill set on all kitchen equipment, ordering, inventory w/Associate's degree in the culinary field and ability to supervisor kitchen personnel.	\$ 10.00	\$ 10.00
	Team Leader	\$ 12.50	\$ 12.50
Children's Center	Teacher's Aide	\$ 7.25	\$ 7.75
	Assistant Teacher (CDA or 12 hours in early childhood)	\$ 7.35	\$ 8.00
	Cook	\$ 7.25	\$ 7.50
	Lead Teacher with appropriate credentials	\$ 7.75	\$ 12.75
Clerical/Receptionist	Clerk/Office Assistant/Information Clerk Admin Asst I / Student Assistant I	\$ 7.25	\$ 8.00
	Accounting Asst / Admin Asst II / Clerical / Call Center / Enrollment Specialist / Records Specialist / Student Assistant II / (with one year experience)	\$ 9.45	\$ 10.00
General	Student/Art Model/Test Proctor	\$ 7.25	\$ 7.50
	Toolroom Attendant	\$ 7.50	\$ 8.00
	Orientation Leader/Student Ambassador	\$ 8.50	\$ 9.00
	Life-Drawing Model	\$ 15.00	\$ 15.00
Disability Services	Hearing Impaired Students Transcribers / Note Takers	\$ 8.00	\$ 8.50
	Tutors for Severely Learning Disabled Adult Students (to be screened by Disability Services Counselor on each campus)		
	Faculty Tutors	\$ 15.00	\$ 20.00
	Student Tutors	\$ 10.00	\$ 11.00
	Educationally Disadvantaged Students - Tutors for students not maintaining minimum stated requirements (not learning disabled)		
	Student Tutors	\$ 8.00	\$ 10.00
	Faculty Tutors/Financial Aid Counselors (with appropriate credentials)	\$ 15.00	\$ 20.00
Grant Funded	Grant Funded Basic Tutor (tutor for students not maintaining minimum stated requirements)	\$ 9.00	\$ 9.00
	Grant Funded Tutor / Mentor (tutor for students not maintaining minimum stated requirements; Mentor for achieving goals and supporting grant program activities)	\$ 10.00	\$ 10.00
	Grant Funded Retention Specialist	\$ 15.00	\$ 15.00
	API Non Destructive Testing Grant Program		
	API NDT Training Instructor with level 3 certification	\$ 75.00	\$ 75.00
	API NDT Test Proctor with level 3 certification	\$ 75.00	\$ 75.00
	API NDT Subject Matter Expert with level 3 certification & industry recognition	\$ 150.00	\$ 150.00
	Development Dimensions International (DDI) Leadership Program DDI Certified Instructor / Facilitator	\$ 70.00	\$ 70.00

Attachment 1

Position Classification	Position Description	Current Rate	New Rate
Instructional	Part-time Faculty Instructors - Lecture	\$ 38.00	\$ 42.00
	Lab	\$ 32.00	\$ 42.00
	Part-time Faculty Instructors - Private Lessons	\$ 38.00	\$ 42.00
	Part-time Faculty Non-instructional		\$ 30.00
	Part-time Faculty Professional Development (ad hoc training, non-curriculum)	\$ 20.00	\$ 20.00
	Placement Specialist (CPD non teaching adjunct duties)	\$ 15.00	\$ 15.00
	Flight Simulator Instructor	\$ 15.00	\$ 15.00
	Medical Imaging Clinical	\$ 32.00	\$ 32.00
	Wellness Instructor (current lab rate)	\$ 32.00	\$ 32.00
	LVN Clinical	\$ 32.00	\$ 32.00
	ADN Clinical	\$ 38.00	\$ 38.00
	Full-time Faculty Non-instructional		\$ 30.00
	Full-time Faculty Formula Pay - Lecture	\$ 62.70	\$ 62.70
	Full-time Faculty Formula Pay - Lab	\$ 52.80	\$ 62.70
Full-load Adjunct: Hourly Rate + \$2,500 per semester, with approval by appropriate Dean and Provost			
Golf Course	Golf Course Attendant	\$ 8.25	\$ 8.25
	Golf Course Supervisor	\$ 9.00	\$ 9.00
	Golf Course Groundskeepers	\$ 10.00	\$ 10.00
Interactive Learning Centers/Information Technology/ Departmental Labs/ Supplemental Instruction	Multimedia Assistant I	\$ 9.00	\$ 9.50
	Computer Lab Assistant I	\$ 9.00	\$ 9.50
	Help Desk Assistant I	\$ 9.00	\$ 9.50
	PC Technician Assistant I	\$ 9.00	\$ 9.50
	Audio Visual Assistant I	\$ 9.00	\$ 9.50
	Specialty Lab Assistant I	\$ 9.00	\$ 9.50
	Multimedia Assistant II	\$ 12.00	\$ 12.50
	Computer Lab Assistant II	\$ 12.00	\$ 12.50
	Help Desk Assistant II	\$ 12.00	\$ 12.50
	PC Technician Assistant II	\$ 12.00	\$ 12.50
	Audio Visual Assistant II	\$ 12.00	\$ 12.50
	Specialty Lab Assistant II	\$ 12.00	\$ 12.50
	Student Success Centers	Peer Tutors:	
Non-Certified Tutors (basic training completed, working towards Level I Certification)		\$ 9.00	\$ 9.00
Certified Level I - After one long semester with 10 hours training & 25 hours tutoring completed		\$ 9.50	\$ 9.50
Certified Level II - After two long semesters with 20 hours training & 50 hours tutoring completed		\$ 10.00	\$ 10.00
Certified Level III - After three long semesters with 30 hours training & 75 hours tutoring completed (must also complete a project related to the tutoring and resource center)		\$ 11.00	\$ 11.00
Physical Education	Athletic Trainer (travel time not to exceed 8 hours per day)	\$ 7.25	\$ 8.00
	Gym / Field Attendant	\$ 7.25	\$ 7.50
	Gym Supervisor / Lifeguard w/Red Cross certification	\$ 7.25	\$ 8.00
	Assistant Coach	\$ 8.00	\$ 10.00
	Athletics Facilities Coordinator	\$ 12.00	\$ 12.50
	Athletic Trainer w/certification (daily service, practice, and games)	\$ 15.00	\$ 18.00

Attachment 1

Position Classification	Position Description	Current Rate	New Rate
Professional	Web Designer	\$ 8.50	\$ 9.00
	Librarian w/Bachelor of Library Science	\$ 10.00	\$ 14.00
	Test Examiners (Bachelor of Science / Bachelor of Arts)	\$ 10.00	\$ 14.00
	Bus Driver	\$ 10.50	\$ 11.00
	Administrative Intern	\$ 11.00	\$ 11.00
	Assistant Manager, Theater	\$ 12.00	\$ 12.50
	HVAC Intern	\$ 12.00	\$ 13.00
	Student Accompanist	\$ 12.00	\$ 12.00
	Telecommunicator	\$ 12.00	\$ 12.00
	Grant Writer	\$ 13.00	\$ 13.00
	Program Assistant, Grant Funded	\$ 13.00	\$ 13.00
	Architect Intern	\$ 14.00	\$ 14.00
	Librarian w/Masters of Library Science w/no experience	\$ 14.00	\$ 18.00
	Advisor (w/appropriate credentials)	\$ 15.00	\$ 15.00
	Educational Planner	\$ 15.00	\$ 17.00
	Manager, Theater	\$ 15.00	\$ 15.00
	Banner Student System Services Specialist	\$ 16.00	\$ 16.00
	Document Specialist	\$ 17.00	\$ 17.00
	Counselor (w/appropriate credentials)	\$ 20.00	\$ 21.00
	Extension Center Coordinator	\$ 20.00	\$ 20.00
	Faculty Advisor	\$ 20.00	\$ 20.00
	Police Officer (with TCOLE license)	\$ 20.00	\$ 20.00
	Program Director / Project Coordinator, Grant Funded	\$ 20.00	\$ 20.00
	Telecom Specialist - IT	\$ 22.00	\$ 22.00
	Aerospace Liaison / Coordinator	\$ 25.00	\$ 25.00
	Police - Special Assignments (with TCOLE license)	\$ 25.00	\$ 25.00
	Project Director / Coordinator, Grant Funded	\$ 26.00	\$ 26.00
	Business Advisor, SBDC	\$ 28.00	\$ 28.00
	Librarian w/MLS, MLIS or equivalent w/experience	\$ 30.00	\$ 30.00
	Faculty Accompanist (Faculty with credentials)	\$ 38.00	\$ 42.00
	Weekend Coordinator		\$ 20.00
	Weekend Director (Librarian/Faculty with credentials)	\$ 38.00	\$ 42.00
	Winter Mini Coordinator		\$ 20.00
Winter Mini Coordinator (Librarian/Faculty with credentials)	\$ 38.00	\$ 42.00	
Technical	Tool / Equipment Specialist	\$ 10.00	\$ 11.00
	Skilled Craft Supervisor (Carpenter, Plumber, HVAC, etc)	\$ 20.00	\$ 20.00
	Inspection Technology/Imaging	\$ 24.00	\$ 24.00
	Process / Instrumentation Technology	\$ 25.00	\$ 25.00
	Aeronautical Flight Simulator Repair	\$ 40.00	\$ 40.00

**SAN JACINTO COMMUNITY COLLEGE DISTRICT
PURCHASE RECAP
DECEMBER 12, 2016**

I. EQUIPMENT, SUPPLIES & SERVICES BIDS

RFP 17-04 Aviation Program Consulting Services (pgs. 2-4)	\$ 102,000
TOTAL OF ALL BIDS	102,000

**II. PURCHASE REQUESTS,
SOLE SOURCE VENDORS,
COOPERATIVES, AND CONTRACT RENEWALS**

Purchase Request #1 - Method of Procurement for the South Campus Engineering and Technology Bulding (pgs. 5-6)	\$ -
Purchase Request #2 - Method of Procurement for the North Campus Wheeler, Brightwell, and Spencer Classroom Building Renovation Project (pgs. 7-8)	-
Purchase Request #3 - 2015 Bond Program Technical Professional Services (pgs. 9-11)	4,950,000
Purchase Request #4 2015 Bond Program Architects (pgs. 12-13)	13,950,000
Purchase Request #5 Process Training Unit Documentation (pgs. 14-15)	100,000
Purchase Request #6 Dell Computers for North Campus CIT Project (pgs. 16-17)	125,000
Purchase Request #7 Blackboard Licensing and Hosting Services (pg. 18)	939,447
Purchase Request #8 Technical Professional Service Fees (pg. 19)	450,000
Purchase Request #9 Renew Promotional Items Contracts (pg. 20)	400,000
Purchase Request #10 - Hampden HVAC Training Equipment (pgs. 21-22)	86,653
TOTAL OF PURCHASE REQUESTS	\$21,001,100
GRAND TOTAL:	<u>\$21,103,100</u>

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends the Board of Trustees approve a contract for aviation program consulting services with US Aviation Group for the Aeronautical Technology department.

BACKGROUND

A request for proposals (RFP) Project Number 17-04, was issued to procure aviation program consulting services. One response was received and evaluated by a team consisting of the campus administrators involved with the program who determined the proposal submitted by US Aviation Group met the necessary criteria for the College and the students in the program.

The Aeronautical program is an Associate of Applied Science (AAS) degree, training students for pilot ratings and certifications while completing the curriculum. AAS degreed students are qualified to enter the workforce as certified flight instructors for flight schools.

IMPACT OF THIS ACTION

The Federal Aviation Administration (FAA) requires a Chief Flight Instructor for Part 141 flight schools. US Aviation will provide a Chief Flight Instructor needed to maintain the College's FAA Part 141 and FAA Air Agency Certificate. The consultant will provide oversight and coordination with external flight providers and will also maintain FAA flight and student records for the FAA and college compliance.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated annual expenditure is \$102,000. This expenditure is funded by the Aeronautical Technology department's 2016-2017 operating budget and subsequent year budgets, subject to approval by the Board.

MONITORING AND REPORTING TIMELINE

The initial award term will be eight months and will begin mid-December in order to be ready for the beginning of the Spring 2017 semester, with renewal options of up to one additional year.

ATTACHMENTS

Attachment 1 - Tabulation

Consideration of Approval to Contract for Aviation Program Consulting Services

RESOURCE PERSONNEL

Jeffrey Parks

281-476-1806

jeffrey.parks@sjcd.edu

Charity Simpson

281-998-6328

charity.simpson@sjcd.edu

Project Name Aviation Program Consulting Services
Project Number 17-04
Number of Evaluators 3

Stated Criteria	Criteria Explanation	Total Points Available	US Aviation Group
Experience with Flight School Programs and FAA	Firm's references, experience, reputation and technical approach to the scope of services.	34	27.00
Qualifications and Experience of Personnel	Professional experience and qualifications of the individuals assigned to the account.	33	26.00
Price Proposal		33	23.00
		100	76.00
			Total Points Received

Final Ranking

Vendor Name	Total Score
US Aviation Group	76.00

Purchase Request #1
Regular Board Meeting December 12, 2016
Consideration of Approval of Method of Procurement for the South Campus
Engineering and Technology Building

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends the Board of Trustees approve the Construction Manager-at-Risk (CMR) procurement methodology for the construction of an Engineering and Technology Building at the South Campus.

BACKGROUND

Plans are now underway to design and construct an engineering and technology building at the South Campus. The engineering and technology building is included in the 2015 Bond Program. Architectural programming services for the engineering and technology building were approved by the Board in March 2016.

The CMR delivery method is recommended for this project because it has proven to be an effective procurement methodology that accommodates flexibility in scope development while maintaining control of risk and assures delivery of good value.

IMPACT OF THIS ACTION

The CMR method is designed to include the early involvement of the general contractor with the architect and owner to provide a smooth transition to the construction phase. Additionally, the CMR method allows for correction of potential mistakes and unneeded expenses with early discovery and resolution.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated construction expenditure for the South Campus Engineering and Technology Building project is \$21,281,000, The engineering and technology building will be funded through the 2015 Bond Program.

MONITORING AND REPORTING TIMELINE

Design and construction of this building will require approximately twenty-four (24) months following release to begin design. Following selection of a CMR contract of subcontractor bids, a Guaranteed Maximum Price will be brought to the Board for consideration.

Design and construction will be monitored by the College's Facilities Services personnel. Program management will be conducted by AECOM.

ATTACHMENTS

None

Purchase Request #1
Regular Board Meeting December 12, 2016
Consideration of Approval of Method of Procurement for the South Campus
Engineering and Technology Building

RESOURCE PERSONNEL

Bryan Jones	281-998-6343	bryan.jones@sjcd.edu
Bill Dowell	281-998-6122	william.dowell@sjcd.edu
Ann Kokx-Templet	281-998-6103	ann.kokx-templet@sjcd.edu
Angela Klaus	281-998-6327	angela.klaus@sjcd.edu

Purchase Request #2
Regular Board Meeting December 12, 2016

**Consideration of Approval of Method of Procurement for the North Campus Wheeler,
Brightwell, and Spencer Classroom Buildings Renovation Project**

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends the Board of Trustees approve the Construction Manager-at-Risk (CMR) procurement methodology for renovations of the Wheeler, Brightwell, and Spencer Classroom Buildings at the North Campus.

BACKGROUND

Plans are underway to renovate the North Campus Wheeler, Brightwell, and Spencer Classroom Buildings. Architectural programming for these renovations will be carried out in 2017.

The CMR delivery method is recommended for these projects because it has proven to be an effective procurement methodology that accommodates flexibility in scope development while maintaining control of risk and assures delivery of good value.

IMPACT OF THIS ACTION

The CMR method is designed to include early involvement of the general contractor with the architect and owner to provide a smooth transition to the construction process. Additionally, the CMR method allows for correction of potential mistakes or unneeded expenses with early discovery and resolution.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated construction expenditure for the Wheeler, Brightwell, and Spencer Classroom Buildings renovation projects is \$25,422,000. These projects will be funded through the 2015 Bond Program.

MONITORING AND REPORTING TIMELINE

Design and renovation of the three Bond projects will require approximately forty-two (42) months following release to begin design which is due to the phased renovation schedule. Following selection of a CMR contractor and receipt of subcontractor bids, a Guaranteed Maximum Price will be brought to the Board for consideration and approval.

Design and construction will be monitored by the College's Facilities Services personnel. Program management will be conducted by AECOM.

ATTACHMENTS

None

Purchase Request #2
Regular Board Meeting December 12, 2016

**Consideration of Approval of Method of Procurement for the North Campus Wheeler,
Brightwell, and Spencer Classroom Buildings Renovation Project**

RESOURCE PERSONNEL

Bryan Jones	281-998-6343	bryan.jones@sjcd.edu
Bill Dowell	281-998-6122	william.dowell@sjcd.edu
Ann Kokx-Templet	281-998-6103	ann.kokx-templet@sjcd.edu
Angela Klaus	281-998-6327	angela.klaus@sjcd.edu

Consideration of Funding Approval for 2015 Bond Program Technical Professional Services

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends the Board of Trustees approve the expenditure of funds for technical professional service firms to provide engineering and consulting services required for the 2015 Bond Program.

BACKGROUND

The 2015 Bond Program was approved by voters in November 2015. The program provides \$425 million to update infrastructure, security and technology, renovate existing facilities, construct new buildings, and demolition of old buildings throughout the College campuses.

A request for qualifications (RFQ 16-10) was issued to establish a pool of qualified technical professional services firms consisting of eight separate disciplines. Forty-four (44) firms submitted written statements of qualifications and a pool of nineteen (19) firms representing the eight (8) disciplines was approved at the November 7, 2016 Board meeting to provide the engineering and consulting services needed to support the bond projects.

The selection of professional services firms was conducted in accordance with Section 2254 of the Texas Government Code, which governs the selection process for professional services.

IMPACT OF THIS ACTION

Approval of this request will allocate 2015 Bond funds and authorize the expenditure for engineering and related technical professional services necessary to complete construction, engineering, inspection and consulting tasks for all bond projects.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimate for technical professional services fees included as part of an architect contract for the 2015 Bond Program is \$4,950,000.

MONITORING AND REPORTING TIMELINE

The schedule for technical professional services is approximately five (5) years which is concurrent with the 2015 Bond Capital Improvement Program. Updates will be provided to the Building Committee on all related expenditures.

ATTACHMENTS

Attachment 1 – 2015 Bond Technical Professional Services Fees

Consideration of Funding Approval for 2015 Bond Program Technical Professional Services

RESOURCE PERSONNEL

Bryan Jones	281-998-6343	bryan.jones@sjcd.edu
Bill Dowell	281-998-6122	william.dowell@sjcd.edu
Ann Kokx-Templet	281-998-6103	ann.kokx-templet@sjcd.edu
Angela Klaus	281-998-6327	angela.klaus@sjcd.edu

Attachment 1 - 2015 Bond Professional Service Fees

Type Service	Estimates	
Technical Professional Services		
Building Commissioning	\$ 750,000	
Civil Engineering	1,250,000	
MEP Engineering	500,000	
Structural Engineering	100,000	
Envelope Consulting & Testing	500,000	
Environmental Services	250,000	
Geotech/Materials Testing	750,000	
Testing and Balancing	850,000	
Total Professional Services	\$ 4,950,000	

Purchase Request #4
Regular Board Meeting December 12, 2016
Consideration of Funding Approval for 2015 Bond Program Architects

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends the Board of Trustees approve fees for architectural design services for 2015 Bond Program new construction and renovation projects.

BACKGROUND

The 2015 Bond Program was approved by voters in November 2015. The program provides \$425 million to update infrastructure, security and technology, renovate existing facilities, and construct new buildings at all campuses.

A request for qualifications (RFQ 16-15) was issued to establish a pool of qualified architectural firms. Written qualifications statements were received from thirty seven (37) firms and at the June 6, 2016 Board meeting seven (7) architectural firms were approved to provide design services required for Bond funded projects. A graduated fee structure based on project construction costs was also approved.

Selection of architectural firms was conducted in accordance with Section 2254 of the Texas Government Code, which governs the selection process for architectural services.

IMPACT OF THIS ACTION

This request approves the budget amount and would authorize the expenditure of funds for six (6) of the architectural firms to provide the design services required for their assigned bond projects within the approved fee structure. This request does not include funding for design of the Center for Petrochemical, Energy, and Technology, which was previously approved or the Maritime Expansion project.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimate for architectural design services for applicable 2015 Bond new construction and renovation projects is \$13,950,000.

MONITORING AND REPORTING TIMELINE

The schedule for architectural services is approximately five years which is concurrent with the 2015 Bond Capital Improvement Program. Updates will be provided to the Building Committee on all related expenditures.

ATTACHMENTS

Attachment 1 – 2015 Bond Architect Fees

RESOURCE PERSONNEL

Bryan Jones	281-998-6343	bryan.jones@sjcd.edu
Bill Dowell	281-998-6122	william.dowell@sjcd.edu
Ann Kokx-Templet	281-998-6103	ann.kokx-templet@sjcd.edu
Angela Klaus	281-998-632712	angela.klaus@sjcd.edu

Attachment 1 - 2015 Bond Architect Fees

	Type Service	Fee Estimate*	
	Architectural Design Services		
	Kirksey	\$ 2,850,000	
	HKS	1,650,000	
	Jacobs	2,350,000	
	Page	3,000,000	
	Gensler	2,200,000	
	Morris	1,900,000	
	Total Architect Service	\$ 13,950,000	
	* Excludes IBI design fees for the Center for Petrochemical, Energy and Technology and the Maritime Expansion Projects		

Purchase Request #5
Regular Board Meeting December 12, 2016

Consideration of Approval to Purchase Process Training Unit Documentation

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends the Board of Trustees approve the purchase of process training unit documentation from Brazosport College (Brazosport).

BACKGROUND

The College is engaged in the design of a Central Campus Petrochemical, Energy, and Technology Center. This project will incorporate a classroom and lab building, as well as an external process training unit. This process training unit will be a live, continuous-process training unit which will provide training scenarios for students. Brazosport College in Lake Jackson has a similar process training unit and has been consulting with San Jacinto College on design, operating methods and philosophies of process training systems.

Discussion with Brazosport administrators presented an opportunity for sharing technical documents pertaining to process training systems could be made with the College in exchange for a fee. Access to these documents would be a valuable supplemental source of information to be used in developing the technical designs for the proposed Central Campus Petrochem process training systems.

Use of an interlocal agreement complies with the competitive procurement requirement in Section 44.031 of the Texas Education Code and is permitted through Section 791.011(g) of the Texas Government Code.

IMPACT OF THIS ACTION

The process proposed for the Central Campus Petrochem Project will be very similar to that used at the Brazosport College installation. Therefore, use of the Brazosport technical documentation will provide supplemental information and serve to minimize the required design effort to some degree and reduce project design costs. It will also serve to add confidence to the technical designs being developed for the Central Campus Petrochem process training systems.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

Brazosport and its industry partners dedicated significant time and effort in the development of the technical systems and process functions, and creation of the supporting documentation. Brazosport has offered to provide the College these documents at a fraction of the total original development cost.

The total fee for the technical documentation will be \$100,000 and will be implemented in two separate agreements. One agreement will represent documentation for the large, exterior process training unit and the second will represent the multiple, smaller interior process training units. This purchase will be funded by the 2015 Bond Program.

Purchase Request #5
Regular Board Meeting December 12, 2016
Consideration of Approval to Purchase Process Training Unit Documentation

MONITORING AND REPORTING TIMELINE

None

ATTACHMENTS

None

RESOURCE PERSONNEL

Brenda Hellyer	281-998-6100	brenda.hellyer@sjcd.edu
Bryan Jones	281-998-6343	bryan.jones@sjcd.edu
Ann Kokx-Templet	281-998-6103	ann.kokx-templet@sjcd.edu

Purchase Request #6
Regular Board Meeting December 12, 2016

Consideration of Approval to Purchase Dell Computers for North Campus CIT Project

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends the Board of Trustees approve the purchase of computer equipment from Dell Marketing for the North Campus Center for Industrial Technology (CIT) facility, currently under construction.

BACKGROUND

At the June 6, 2016, Board meeting, \$125,000 was approved for expenditures with Dell Marketing for computers in all the standard classrooms and the standard computer labs. The Drafting and Motor Control programs at North Campus are expanding and will move into a space that supports more students, therefore requiring more computers. The software that will be utilized by these programs requires high-performance computer systems rather than the standard computers originally planned.

The upgraded computers will be procured utilizing a Department for Information Resources (DIR) contract for Dell purchases, contract number DIR-SDD-1951. This purchase complies with the competitive procurement requirement in Section 44.031 of the Texas Education Code and is permitted through Section 791.011(g) of the Texas Government Code.

IMPACT OF THIS ACTION

This purchase provides for special, high-performance computer workstations necessary for the engineering graphics/drafting labs and the motor control labs within the CIT building. Without the upgraded workstations, the software utilized in these labs would be negatively impacted, or may not operate due to system hardware requirements.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The additional funds requested for the upgraded computers is \$125,000. This will bring the total Board approved amount to \$250,000 for Dell Marketing. Revenue bond funds will be used to purchase this equipment.

MONITORING AND REPORTING TIMELINE

None

ATTACHMENTS

None

Purchase Request #6
Regular Board Meeting December 12, 2016

Consideration of Approval to Purchase Dell Computers for North Campus CIT Project

RESOURCE PERSONNEL

Rob Stanicic	281-998-6137	rob.stanicic@sjcd.edu
Jeff Tambrella	281-998-6353	jeff.tambrella@sjcd.edu
Bryan Jones	281-998-6343	bryan.jones@sjcd.edu
Genie Freeman-Scholes	281-998-6349	genevieve.scholes@sjcd.edu

Purchase Request #7
Regular Board Meeting December 12, 2016

Consideration of Approval to Purchase Blackboard Licensing and Hosting Services

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends the Board of Trustees approve the purchase of software licensing and hosting services with Blackboard for the continuation of Blackboard Learning Management System (LMS) services, support and online class delivery for the Educational Technology department.

BACKGROUND

The College has maintained a licensing agreement with Blackboard since 1999. Blackboard provides enterprise system support for the delivery of online course content for all courses offered by the College and hosts the virtual classroom for distance learning classes. The system is integrated with the Banner Student Information System, which allows for the exchange of data from Banner to create course sites and to allow faculty to submit grades from Blackboard to Banner at the end of each term.

Blackboard is a sole source provider of the Blackboard LMS and Blackboard hosting services and is exempt from competitive bidding per Section 44.031(j) of the Texas Education. Sole source number 1225 has been assigned.

IMPACT OF THIS ACTION

On September 1, 2016, the College entered the final year of our current five-year contract. The new agreement will extend the term for another five years and will provide continuous LMS support and Blackboard services.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The annual expenditure for this request is \$939,447. This expenditure will be funded by the Educational Technology department's 2016-2017 operating budget and subsequent year budgets. The agreement also locks in an annual rate minimizing annual price increases resulting in an estimated savings of \$493,000 over the term of the agreement.

MONITORING AND REPORTING TIMELINE

The term of this agreement will be effective upon execution through August 31, 2022.

ATTACHMENTS

None

RESOURCE PERSONNEL

Catherine O'Brien	281-998-6318	catherine.obrien@sjcd.edu
Niki Whiteside	281-991-2660	niki.whiteside@sjcd.edu
Genie Freeman-Scholes	281-998-6349	genevieve.scholes@sjcd.edu

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends the Board of Trustees approve the expenditure of funds for technical professional service firms to provide engineering and consulting services.

BACKGROUND

A request for qualifications (RFQ 16-10) was issued to establish a pool of qualified technical professional services firms consisting of eight (8) separate disciplines. Forty-four (44) firms submitted written statements of qualifications and a pool of nineteen (19) firms representing the eight (8) disciplines was approved at the November 7, 2016 Board meeting to provide engineering and consulting services.

The selection of Professional Services firms was conducted in accordance with Section 2254 of the Texas Government Code, which governs the selection process for professional services.

IMPACT OF THIS ACTION

Approval of this request will allocate Facilities funds for engineering and related technical professional services necessary to complete construction tasks for Renovation & Remodel projects, preconstruction research and forensic studies.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated annual expenditure is \$450,000 with the following breakdown per discipline: Civil Engineering \$150,000; MEP Engineering \$100,000; Environmental Services \$100,000; and Materials Testing/Geotechnical \$100,000. This expenditure will be funded by the Maintenance and Facilities Services departments' 2016-2017 operating budgets.

MONITORING AND REPORTING TIMELINE

Projects will be monitored by San Jacinto College Facilities Services personnel.

ATTACHMENTS

None

RESOURCE PERSONNEL

Bryan Jones	281-998-6343	bryan.jones@sjcd.edu
Mike Harris	281-998-6134	mike.harris@sjcd.edu
Ann Kokx-Templet	281-998-6103	ann.kokx-templet@sjcd.edu
Angela Klaus	281-998-6327	angela.klaus@sjcd.edu

Purchase Request #9
Regular Board Meeting December 12, 2016
Consideration of Approval to Renew Promotional Items Contracts

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends the Board of Trustees approve a renewal of the contract for promotional items, screen printed apparel, embroidered apparel/items, and awards and trophies with J. Harding, Boundless Network, Brand IQ and Popular Embroidery.

BACKGROUND

A request for proposals, Project Number 16-03, was issued in November 2015 to procure promotional items for the College. The Board approved the original contracts with J. Harding, Boundless Network, Brand IQ and Popular Embroidery in December 2015.

All four vendors have exhibited satisfactory records of service, perform high-quality embroidery and t-shirt printing, and have an assortment of promotional items accessible to meet the departments' needs. Awarding multiple contracts has broadened the available options to select from. It is not uncommon to have a variety of promotional, t-shirt and apparel projects in process simultaneously. Continual access to more than one supplier allows the College to receive more competitive pricing and better service.

IMPACT OF THIS ACTION

The College orders promotional items and apparel to promote College name recognition in the community, at recruiting events, and for general marketing purposes. Embroidered apparel displaying the College name or logo is used for uniform wear or departmental recognition. Promotional items, apparel, awards and trophies are used for awards and recognition and are a necessity to continue building College awareness in the community.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated annual expenditure for this request is \$400,000. This expenditure will be funded by various department's 2016-2017 operating budget and subsequent year budgets.

MONITORING AND REPORTING TIMELINE

This renewal will exercise the first of four one-year renewal options available. If approved, the new term will be December 15, 2016 through December 14, 2017.

ATTACHMENTS

None

RESOURCE PERSONNEL

Teri Crawford	281-998-6151	teri.crawford@sjcd.edu
Amanda Fenwick	281-998-6160	amanda.fenwick@sjcd.edu
Janet Cowey	281-991-2603	janet.cowey@sjcd.edu
Charity Simpson	281-998-6328	charity.simpson@sjcd.edu

Purchase Request #10
Regular Board Meeting December 12, 2016

Consideration of Approval to Purchase Hampden HVAC Training Equipment

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends the Board of Trustees approve the purchase of Hampden Engineering Corporation (HE) products from Lab Resources, Inc. for the Heating, Air-conditioning and Refrigeration (HVAC/R) department at the North Campus.

BACKGROUND

The HVAC/R Program at San Jacinto College is a program designed to teach entering workplace competencies in the commercial and industrial HVAC/R industry.

High quality trainers and simulators manufactured by HE are used in this program to increase the depth of our students' experience and to add essential hands-on training that helps our students succeed in the job marketplace. This new equipment will be incorporated with existing HE equipment in the Center for Industrial Technology (CIT).

With the opening of the new labs in the CIT, the College anticipates seeking accreditation through HVAC Excellence. The series of HE HVAC/R trainers are recommended and used in accredited programs and certifications issued by the nationally recognized ESCO Group and HVAC Excellence. These modern HVAC/R trainers will allow for the hands-on experience required to produce quality, fully certified HVAC/R technicians. The students will gain the experience to troubleshoot, maintain, and run HVAC/R systems they will encounter in the workplace.

Lab Resources, Inc. is a sole source provider of HE products and Lab Resources, Inc. has a contract awarded through the Choice Partners Cooperative, contract number 13/062DG-29.

IMPACT OF THIS ACTION

The equipment to student ratio must be increased to serve the needs of the program and facilitate more hands-on training in the HVAC/R commercial and industrial curriculum. Hampden Engineering Corporation equipment and the services delivered by Lab Resources, Inc. are integral to the program's success and accreditation.

Because HE's trainers are built to the highest quality standards, they should provide the user with years of trouble-free service. It is common to come across HE trainers in labs that are 20 to 30 years old. Trainers are portable and/or mobile thus allowing them to be easily moved from one classroom to another to be shared by multiple instructors and programs.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The total expenditure is \$86,653 and will be funded by 2016-2017 Carl Perkins grant.

Purchase Request #10
Regular Board Meeting December 12, 2016
Consideration of Approval to Purchase Hampden HVAC Training Equipment

MONITORING AND REPORTING TIMELINE

The equipment will be delivered by April 2017.

ATTACHMENTS

None

RESOURCE PERSONNEL

William Raffetto	281-998-6150 x7315	William.raffetto@sjcd.edu
Mark Johnson	281-998-6150 x7106	Mark.johnson@sjcd.edu
Angela Klaus	281-998-6327	Angela.klaus@sjcd.edu

Item "A"
Regular Board Meeting December 12, 2016
Approval of the Minutes for the November 7, 2016
Board Workshop and Regular Board Meeting

RECOMMENDATION

The Chancellor requests that the Board of Trustees approve the minutes for the November 7, 2016, Board Workshop and Regular Board Meeting.

**San Jacinto College District Board Workshop
November 7, 2016
District Administration Building, Suite 201**

MINUTES

	Board Workshop Attendees:	Board Members: Marie Flickinger, Brad Hance, Dan Mims, John Moon, Jr., Keith Sinor, Dr. Ruede Wheeler, Larry Wilson Chancellor: Brenda Hellyer Others: Lisa Brown, Danny Gertson (Wharton County Junior College Board Chairman), Allatia Harris, Chet Lewis, Mandi Reiland, Danny Snooks, Steve Trncak
	Agenda Item:	Discussion/Information
I.	Call the Meeting to Order	Workshop began at 5:31 p.m.
II.	Roll Call of Board Members	Board Members: Dan Mims, Marie Flickinger, Brad Hance, John Moon, Jr., Keith Sinor, Dr. Ruede Wheeler, Larry Wilson
III.	Update on 2015 Bond Architect Project Assignments	Chet Lewis gave an overview of the 2015 Bond architect assignments. Chet stated that a pool of architects has previously been approved by the Board of Trustees. AECOM was asked to review the pool and projects and give recommendations. The projects, project budget, and the recommended architects are listed. There is no action needed on this item, it is just informational. Brenda Hellyer stated that this item was reviewed at the last Building Committee meeting. Members present asked that this item be brought forward as an informational item for the entire Board. Updates will be provided to the Board as contracts are negotiated.
IV.	Review of Financial Impact and Performance Data of Athletic Programs and Consider Future Status of Such Programs	Brenda Hellyer gave an overview of the financial impact and performance data of the athletics programs. She stated that the handout is the same format that the Board has seen previously. Similar prior year data has been reviewed with the Board three or four times. Brenda Hellyer and Allatia Harris wanted to review this with the Board to make sure they have all the information necessary to consider the future and status of the athletic programs. Brenda reviewed the purpose of the athletic department as stated in the student athlete handbook. The

	<p>NJCAA Division I sports at San Jacinto College are Men’s Baseball, Men’s Basketball, Men’s Soccer, Women’s Softball, Women’s Basketball, and Women’s Volleyball. The changes in 2015-2016 were campus meetings in August that included review of the handbook, code of conduct, and academic emphasis. Another change was San Jac Athletics Day in the fall which includes a presentation on Title IX. The drug use policy is continually implemented. In addition, the San Jac teams have been participating in College and community outreach.</p> <p>Brenda explained that each of the programs have significant strengths. Men’s baseball has the largest non-scholarship student base. Fifty students started in Fall 2016 and 18 full scholarships were allocated. The team was national runner up at JUCO in Spring 2016, 22 players earned scholarships with major universities, and the Board can review the remaining list of strengths. The cost for Baseball is \$580,073 annually. The grade point averages (GPA’s) are listed in the handout. Brenda reviewed the current baseball player’s residency. The weakness for baseball is that it is the most expensive athletic program because of the large number of players and travel team. Brenda reviewed the current faculty and staff for the baseball program.</p> <p>The strengths for softball are they were 7th at national competition and region XIV champions. Their academic performance is improving and they are also the balance to baseball from a Title IX standpoint. The annual cost of the softball program is \$386,683. Currently 18 are on scholarship and one is not. The GPA’s are listed in the handout. Brenda reviewed the residency of the team. The weaknesses of the softball program are the high costs, the focus on grades is a challenge in the spring, and like most women’s sports, playing is a way to earn scholarships but not entry for professional play. Brenda reviewed the current faculty and staff of the softball program.</p> <p>The strengths of men’s basketball are the historic tradition of excellence, they placed 2nd in South Zone, they lost in regional quarterfinals to the number two team in the nation, and the service to the College and community is growing. The annual cost is \$322,445. Brenda reviewed the GPA for the past year as well as the current residency. The weakness for the men’s basketball program is the costly housing. Brenda reviewed the current faculty and staff of the program.</p>
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		<p>Women’s basketball is the Title IX offset to men’s basketball. The strengths of the women’s basketball program are the excellent service and outreach activities, good relationships with faculty and staff, and the team academic performance has improved significantly. The annual cost of the program is \$275,706. The GPA of the team is all above 2.0. There are no players within the College’s district on the team. Brenda reviewed the current faculty and staff for women’s basketball.</p> <p>Men’s soccer is currently ranked 14 nationally, and they have increased the number of local players. The annual cost of the program is \$345,623. Brenda reviewed the GPA of the team. The weaknesses of the soccer program is keeping students focused on academics in the spring. The academics have gotten much stronger, but the graduation rates still need to increase. Brenda reviewed the current faculty and staff of the program.</p> <p>Women’s volleyball has a strong national reputation and went to the playoffs in fall 2016. They started outreach to Pasadena Middle School girls program. The annual cost of the program is \$333,121. Brenda reviewed the GPA and residency of the team. There are currently no players in district, but last year there were four. As with softball, there is not much professional play after school but scholarships are likely. There are three playing professionally in Europe, and several are in graduate programs. Brenda also reviewed the current faculty and staff for the program.</p> <p>The total costs for athletics is \$2,594,036 and in the handout the costs are broken down by sport and general athletics is included in this total. The \$2.6 million is consistent to the last academic year. Brenda asked the Board to review the academic achievement for the last year which is listed in the handout. From a discipline standpoint, one softball player was dismissed from the team for drug use. In Fall 2016, one baseball player failed drug tests and was dropped from the team, and one soccer player lost his temper at the end of a game and was suspended from a tournament. The drug testing for Fall 2016 is listed in the handout.</p> <p>Brenda explained that the Board has asked how players are recruited. International students are recruited by referrals and videos that are submitted. Out of state students are from referrals, tournament play, and videos. Student visits and open tryouts are also used for recruiting.</p>
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		<p>Additional costs were added this year because more teams went to national playoffs. Academic coordinators are yielding results and graduation and transfer rates have improved. Renting more textbooks and reclaiming textbooks are reducing costs.</p> <p>Allatia has increased the community outreach that the programs participate in. Another added value of the programs are campus life, student activities support, and some media attention. Unfortunately, the media attention has not been as high as it used to be. The student athletes receive role models, leadership training, and a chance to achieve their dreams. They also learn many transferrable skills.</p> <p>Brenda explained that she has been asked many times what the student body gets and what is being seen on campus pertaining to support of athletics. Student athletes are engaged and are leaders in service efforts in the community and on campus. One continuous issue is the attendance at games. The teams are trying to promote attendance at games as a way to connect with friends, family, or the overall student population.</p> <p>Brenda stated that the Board asked for a recommendation about the four athletic programs being discontinued. The fiscal impact associated with all six sports is \$2.6 million. The approximate continued total cost if four programs are eliminated, with baseball and softball remaining, is \$1.2 million.</p> <p>Brenda reviewed the facilities aspect of the athletic programs. The Anders Gym is at Central campus which is where men's basketball and women's volleyball practice and games are held. Anders Gym has been a topic of discussion for approximately ten years. It was built in 1966 and is nearly 76,000 square feet. In the original 2008 Bond renovation budget, \$10.4 million was set aside for Anders Gym, \$5 million for Nichols Gym at North Campus, and \$7 million for Smallwood Gym at South Campus. Brenda went back and reviewed the 2008 Bond documents pertaining to the gyms. The intent for renovation was to add 7,000 square feet and remove the natatorium and use that space differently. All three proposals in the 2008 Bond talked about expanding for increased physical education (PE) enrollment. The dollar amounts were not presented in the bonds, but the concept for these renovations were. When these renovation concepts were reviewed again, there were discussions about building a new gym instead of renovating Anders. Then as</p>
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		<p>changes with PE occurred, and it was removed from the core, enrollment declined and there was not a need for expansion.</p> <p>As the College progressed through the 2008 Bond, the conversations regarding the gyms changed, and the original dollar amounts that were set aside were needed for the new North Campus library and the Maritime Training Center.</p> <p>Brenda explained that the estimated cost to build a new competition gym ranges from \$17-20 million (less square footage). A full renovation of Anders is estimated at \$15 million. Another renovation plan would total approximately \$6 million. For the most recent review of the gyms, light renovations were proposed. These plans have been reviewed with the Board several times, and it is time to decide what direction to head with these gyms which is directly tied to a decision about the athletic programs.</p> <p>Marie Flickinger asked why non-applicable was listed on the academic numbers for soccer. Allatia explained that at the time that she prepared the presentation, she did not have the numbers.</p> <p>Keith Sinor asked if the student athletes that are listed as out of state or international are receiving full scholarships. Allatia explained that it depends on the sport. Student athletes do not always get full scholarships. Keith explained that he wanted to verify if the College recruits international students with the promise of a full scholarship. Allatia said that we do not do this.</p> <p>Marie asked when the Houston Chronicle stopped covering our sports. Brenda explained that it has been at least three or four years since they covered on a regular basis.</p> <p>Dan pointed out that from a capital and operational standpoint, this decision would save the College significant dollars. The cost of staying in some of the competitive sports programs would require new gyms. These funds can be better utilized for educational opportunities. Dan stated that even if we renovate and put \$8 million dollars into the Central gym, it is still a 50 year old gym.</p> <p>Larry asked about the residency of the baseball team. He thought that there were two players from the La Porte area. Allatia explained that there were two from La Porte but they graduated.</p>
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		<p>Marie asked who has donated funds to the athletic programs. She stated that we do not appear to have much community support financially. Brenda explained that the Foundation has received \$3,900 in donations for softball. Baseball has \$14,000 in funds, but this was largely due to a booster club that was not operating properly so the funds were transferred to the Foundation. Volleyball currently has \$1,045. Also, there are some funds that were spent that Andy Pettitte donated.</p> <p>Larry explained that universities generally get higher donors for athletics.</p> <p>Marie asked if we charge for attendance at any of the games. Allatia explained that we do not charge for the games anymore.</p> <p>Brenda mentioned the petition that was established by Christie Feliz and was circulated on social media to obtain signatures. She was a former volleyball player. The petition was received in the Chancellor's office today. Approximately 215 out of 1420 appear to be in district, and another 80 were in Houston (subsequently noted this number was approximately 150).</p> <p>Brenda mentioned to the Board emails she had received regarding the athletics action item. One was received from an employee, one from Ronnie Arrow, one from Sam Cassell, and one from a volleyball coach at a different college. Sam Cassell asked for the Chancellor's contact information which was provided, but we did not received a follow-up call from him. Ron Rucker and Charles Grant emailed their support and acknowledged this had to be a difficult decision.</p> <p>Marie and Larry explained how they wished we could continue with the athletic programs but financially it is the best decision, and why the Board is ready to move forward with this action.</p> <p>Dan explained the College needed to stay true to its core mission of supporting its community. Many of the student athletes are out of district.</p> <p>Dan, Marie, and Dr. Wheeler reiterated that the College's student body has changed since the athletic programs began.</p> <p>Dr. Wheeler stated that the Board and College cannot just look at where we were in the past or where we are now but, we have</p>
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		<p>to look at where we are going to need to be in the future based on our ever changing student population.</p> <p>Marie stated it is similar to the golf course situation.</p> <p>Larry asked if Sam Cassell mentioned if he would be willing to donate money. Brenda said he did not mention that.</p>
<p>V.</p>	<p>Review Public Hearing Process</p>	<p>Brenda explained that in the bylaws there is an hour limit for citizens desiring to speak before the Board, but this is flexible. The time allotted per speaker is five minutes with an additional five minutes if needed. Brenda spoke with Dan, Lisa Brown, and Danny Snooks to determine how to manage the speakers this evening. Brenda did not want to hinder anyone from speaking who desires to speak before the Board.</p> <p>Lisa Brown explained that the bylaws explained how to handle the time limits. She stated that the bylaws allow some flexibility for a Board meeting that may produce a larger than usual number of potential speakers. The bylaws allow the Chair of the Board to reduce the number of minutes per speaker to allow more speakers within the allotted hour time frame. Lisa explained that if a speaker is speaking about an item that is on the agenda, members typically do not deliberate with the speakers during the hearing of citizen’s portion of the meeting. It is recommended that members wait until that particular item comes up on the agenda and address any comments at that point in time.</p> <p>Marie asked if the College could go over the hour limit. Lisa explained that since the speakers are required to sign up prior to the meeting, then it would be appropriate to calculate an allotted time for speakers in order to stay within the hour time limit. If a potential speaker does not sign up in time, then the Board is allowed to refuse to allow him/her the right to speak.</p> <p>Dan explained that the plan is that the speakers will not be able to go over their time limit because the assistant to the Board will be timing each one.</p> <p>Larry stated that he thinks that the Board should hear anyone that signs up to speak. Lisa stated that the current bylaws do not allow this. If you would like to change this for future meetings, the Board can modify the bylaws and vote to put those into action.</p> <p>Dan asked if Danny Snooks had anything to add. Danny answered that he did not.</p>

		Brenda explained that there are media present in the Board room. She stated that the draft press release is available in the handouts for review. This is ready in case the Board takes action tonight, and it would go out immediately after the meeting.
VI.	General Discussion of Meeting Items	There were no additional items discussed.
VII.	Calendar	Brenda reviewed the Board calendar.
VIII.	Adjournment	Workshop adjourned at 6:33 p.m.

**San Jacinto College District
Board Meeting Minutes**

November 7, 2016

The Board of Trustees of the San Jacinto Community College District met at 7:00 p.m., Monday, November 7, 2016, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas, for the Regular Board Meeting.

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

Chancellor: Brenda Hellyer

Others Present:

Araceli C. Abrego	Princess Clemons	Elise González
Savio Adams	Adam Coleman	Gabby Guerrero
Juan David Agredo	Valentin J. Coronado	Gissel Guzman
Kacie Allen	Bruce Crabtree	Elena Hadzhieva
Luis Almeida	Lisa Crabtree	Allatia Harris
Mario Andrade	Pablo Cruz	Mike Harris
Oscar Aragon	Danielle Damian	Joseph Hebert
Jose Arrieta	Jessica Davenport	Rosie Helms
Amy Austin	Jose Degollado	Meike Hikaruhito
Amy Axtell	Swetanshi Desai	Bo Hopper
Lori Barbay	Markayla Dickie	Jasmin James
Dean Barnes	Shelbi Doherty	Sallie Kay Janes
Inès Bawedin	Jose Duarte	Antone Jarvis
Rhonda Bell	Chris Duke	Megan Jeanes
Carlos Blasco	Aishah Elhommoud	Robert Jeter, Jr.
Addie Bryant	Amanda Fenwick	Robert Jeter III
Alexis Bryant	Roberto Flores	Mark Johnson
Megan Riley Bullen	John Wayne Gasper III	Bonny Johnson
Margarita Buvinic	Tammy Gernander	Alexus Jones
Bruce Caldwell	Marc Gernander	Jerusha Kasch
Jorge Callejas	Scott Gernander	Ruth Keenan
Pamela S. Campbell	Danny Gertson	Tami Kelly
Michelle Cantu-Wilson	Ariona Gill	Tacera Kelley
Rocio Castaneda	George González	Katlin Kerl
Jonathan Chapa	Niki González	Darrell Ketchum

Dana Kostecka	Arabella Remy	Laurel Williamson
Kenzie Kotrla	Madison Rhoder	Brock Wilson
Debbie Lambert	Rigas Rigopoulos	Dennis Winkler
Vi Le	Shelley Rinehart	Luis Zepeda
Heiko Leinweber	Katlyn Rivera	Craig Zimmerman
David LeMaster	Jean C. Rivera	
Chet Lewis	Nakilah Robinson	
Michael J. Madrid	Ivan Rosales	
Moerani Maire	Kelly Saenz	
Perry Mayorga-Guerrero	Brandon Salazar	
Taylor McHenry	Devera Scheller	
Tracy Meek	Savannah Sheridan	
Walter Meek	Eryka Sidney	
Kenley Miller	David Sifuentes	
Madison Miller	Shawn Silman	
Danel Monroe	Kelly Simons	
Alyssa Moore	Debbie Smith	
Jasmine Morrow	Danny Snooks	
Brianna Moten	Rob Stanicic	
Carie Mueller	John Stauffer	
Lorenzo Najera	Tori Stoddard	
Madison Neal	Janice Sullivan	
Sharon Nelson	Clarisa Talley	
Raven Oates	Nakia Taylor	
Abigail Ochoa	Kayden Thomas	
Stella Ochoa	Adam Thomas	
Yvette Orozco	Kayla Thomas	
Kaylee Ousman	Jaylee Thomas	
Bruno Pagani	Mir Tillman	
Satyam Patel	Steve Trncak	
Jeff Pearce	Paul Tyson	
Nelly Pereira	Diego Vazquez	
Byanca Pereira	Randy Wallace	
Yoselin Perez	Kelsey Walters	
Amanda Perkins	Kyneil Walwyn	
Troy Rabon	Johnny Watson	
Bill Raffetto	Kayla Weaver	
Victoria Ramirez	Hannah Westerlage	
Ricardo Ramos	Mark Westerlage	
Isis Rangel	Alicia Westerlage	
Juel Rayburn	Chatara Williams	
Mandi Reiland	Qeturah Williams	

Call the Meeting to order:	Chair Dan Mims called the regular meeting of the Board of Trustees to order at 7:00 p.m.
Roll Call of Board Members:	Marie Flickinger Brad Hance John Moon, Jr. Keith Sinor Dr. Ruede Wheeler Larry Wilson
Invocation and Pledges to the Flags:	The invocation was given by Laurel Williamson. The pledges to the American flag and the Texas flag were led by George González.
Special Announcements, Recognitions, and Presentations:	There were no special announcements, recognitions, or introductions.
Student Success Presentations:	1. Chris Duke presented an update on the SACSCOC self-study process.
Communications to the Board:	1. A thank you card was sent to the Board from Rick Gonzalez, for the plant sent in memory of his brother. 2. A thank you card was sent to the Board from Sallie Kay Janes, for the plant sent in memory of her mother. 3. A thank you card was sent to the Board from the family of Prudencio Ramirez.
Hearing of Such Citizens or Groups of Citizens Desiring to be Heard Before the Board:	There following citizens desiring to be heard before the Board spoke for five minutes each. 1. Scott Gernander 2. Juel Rayburn 3. Inès Bawedin 4. Sharon D. Nelson 5. Tracy Meek 6. Nakilah Robinson Dan Mims thanked each of the citizens for their comments and explained the Board had spent considerable time evaluating and reviewing information regarding athletic programs.
Informative Reports:	Dan Mims indicated such reports were in the board documents.

**Motion 9748
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 John Moon, Jr., seconded by Keith Sinor, for Approval of Amendment to the 2016-2017 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants.

Motion Carried.

Yeas: Flickinger, Hance, Moon, Jr., Sinor, Wheeler, Wilson
Nays: None

**Motion 9749
Consideration of
Approval of
Sheldon Early
College High
School
Memorandum of
Understanding**

Motion was made by Larry Wilson, seconded by Dr. Ruede Wheeler, for Approval of Sheldon Early College High School Memorandum of Understanding.

Motion Carried.

Yeas: Flickinger, Hance, Moon, Jr., Sinor, Wheeler, Wilson
Nays: None

**Motion 9750
Consideration of
Approval of
Closure of Four
Athletic
Programs in
NJCAA Division
1 Sports: Men's
Basketball,
Women's
Basketball, Men's
Soccer, and
Women's
Volleyball,
Effective May 31,
2018**

Motion was made by Keith Sinor, seconded by Dr. Ruede Wheeler, for Consideration of Approval of Closure of Four Athletic Programs in NJCAA Division 1 Sports: Men's Basketball, Women's Basketball, Men's Soccer, and Women's Volleyball, Effective May 31, 2018.

Marie Flickinger made comments before the vote was taken regarding the public comments and the difficulty of evaluating the options.

Motion Carried.

Yeas: Flickinger, Hance, Mims, Moon, Jr., Sinor, Wheeler, Wilson
Nays: None

Brenda Hellyer made comments after the vote was taken regarding the difficulty of the decision and the commitment over the next 19 months as the programs are discontinued.

**Motion 9751
Consideration of
Purchasing
Requests**

Motion was made by Dr. Ruede Wheeler, seconded by Larry Wilson, for approval of the purchasing requests.

RFP 16-25

Temporary Personnel Services \$ -

RFQ 16-10

Construction Technical Services Pool 500,000

Purchase Request #1 -

Commissioning Services for Central Campus Petrochemical, Energy and Technology Building	66,000
Purchase Request #2 - Welding Trainers	96,172
Purchase Request #3 Amend AECOM Contract for the 2015 Bond Program	-
Purchase Request #4 - Data Equipment	<u>60,000</u>
TOTAL OF PURCHASE REQUESTS	\$722,172

Motion Carried.

Yeas: Flickinger, Hance, Moon, Jr., Sinor, Wheeler, Wilson

Nays: None

**Motion 9752
Consent Agenda**

Motion was made by Larry Wilson, seconded by John Moon, Jr., to approve the consent agenda.

Motion Carried.

Yeas: Flickinger, Hance, Moon, Jr., Sinor, Wheeler, Wilson

Nays: None

Adjournment:

Meeting Adjourned at 7:52 p.m.

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve budget transfers for 2016-2017 which have been made in accordance with State accounting procedures.

BACKGROUND

Adoption of the budget by the Board of Trustees in August 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, 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 viable 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 will allow 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

Chet Lewis	281-998-6306	chet.lewis@sjcd.edu
Mini Izaguirre	281-998-6347	mini.izaguirre@sjcd.edu

SAN JACINTO COLLEGE DISTRICT
 Budget Transfers For The December 12, 2016 Board Meeting
 Budget Transfers Related to Fiscal Year 2016-17

DISTRICT	ELEMENT OF COST	DEBIT	CREDIT
	INSTRUCTION	\$ -	\$ -
	PUBLIC SERVICE	-	-
	ACADEMIC SUPPORT	810	-
	STUDENT SERVICES	3,400	-
	INSTITUTIONAL SUPPORT	799	12,256
	PHYSICAL PLANT	-	-
	AUXILIARY ENTERPRISES	-	-
CENTRAL	INSTRUCTION	4,493	799
	PUBLIC SERVICE	-	-
	ACADEMIC SUPPORT	-	9
	STUDENT SERVICES	-	-
	INSTITUTIONAL SUPPORT	-	-
	PHYSICAL PLANT	-	-
	AUXILIARY ENTERPRISES	-	-
NORTH	INSTRUCTION	1,628	-
	PUBLIC SERVICE	-	-
	ACADEMIC SUPPORT	-	-
	STUDENT SERVICES	-	-
	INSTITUTIONAL SUPPORT	-	-
	PHYSICAL PLANT	-	-
	AUXILIARY ENTERPRISES	-	-
SOUTH	INSTRUCTION	2,189	-
	PUBLIC SERVICE	-	-
	ACADEMIC SUPPORT	235	489
	STUDENT SERVICES	-	-
	INSTITUTIONAL SUPPORT	-	-
	PHYSICAL PLANT	-	-
	AUXILIARY ENTERPRISES	-	-
		\$ 13,553	\$ 13,553

These transfers reflect adjustments of budgetary allocations between campuses and departments.

RECOMMENDATION

Recommend Board approval of the following Affiliation Agreements:

Central Campus

Department

Eye Care Technology Program

Eye Care Technology Program

Medical Imaging Programs
Methodist (First Amendment)

Medical Imaging Program

Respiratory Care Program and
Surgical Technology Program

Associate Degree Nursing Program

Affiliation Entity

Houston Dry Eye Clinic

Insight Vision Care, P.C.

The Methodist Hospital dba Houston
Hospital

Kingwood Medical Center

CHI St. Luke's Health Baylor College
of Medicine Medical Center d/b/a
Baylor St. Luke's Medical Center

Walden University, LLC

South Campus

Department

Physical Therapist Assistant Program

Physical Therapist Assistant Program

Affiliation Entity

Hope Rehab

The Rio at Mainland

North Campus

Department

Emergency Medical Technician

Health Information Management

Affiliation Entity

Fort Bend County EMS

Lubbock Heart & Surgical

RATIONALE

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

FISCAL IMPLICATIONS TO THE COLLEGE

N/A

CONTACT PERSONNEL

Daniel J. Snooks, Attorney

Laurel Williamson

281-998-6184

laurel.williamson@sjcd.edu

Item "E"
Regular Board Meeting December 12, 2016
Approval of the Next Regularly Scheduled Meeting

RECOMMENDATION

The next regularly scheduled meeting of the Board of Trustees will be Monday, January 30, 2016.