

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

**October 1, 2018**

**The Board of Trustees of the San Jacinto Community College District met at 7:00 p.m., Monday, October 1, 2018, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas, for the Regular Board Meeting.**

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

**Chancellor:** Brenda Hellyer

**Others Present:**

Joshua Banks	Mini Izaguirre	Debbie Smith
Lee Benjamins	Sallie Kay Janes	Danny Snooks
Michelle Callaway	Brenda Jones	Rob Stanicic
Pam Campbell	Bryan Jones	John Stauffer
Cristina Cárdenas	Tami Kelly	Janice Sullivan
Lucy R. Cárdenas	Kevin McKisson	Albert Talley
Mara Cárdenas de Lara	Kevin Morris	Steve Trncak
Janet Cowey	Alexander Okwonna	Van Wigginton
Teri Crawford	Cecilia Perez	Laurel Williamson
Dianne Duron	Mary Ann Perez	Teri Zamora
Anita Dewease	Bill Raffetto	
Bill Dickerson	James Ragaisis	
Chris Duke	Sandra Ramirez	
Amanda Fenwick	Heather Rhodes	
Scott Gernander	Shelly Rinehart	
George González	Martha Robertson	
Allatia Harris	Denise Segelquist	
Joseph Hebert	Shawn Silman	
Rosie Helms	Kelly Simons	
Clare Iannelli	Brandon A. Smith	

**Call the Meeting to order:** Chair Marie Flickinger called the Regular Meeting of the Board of Trustees to order at 7:02 p.m.

**Roll Call of Board Members:** Erica Davis Rouse  
Dan Mims  
John Moon, Jr.  
Keith Sinor  
Dr. Ruede Wheeler  
Larry Wilson

**Invocation and Pledges to the Flags:** The invocation was given by Van Wigginton. The pledges to the American flag and the Texas flag were led by John Moon, Jr.

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

1. Teri Zamora recognized the Fiscal Affairs Department for Receiving the Certificate of Achievement for Excellence in Financial Reporting.
2. Teri Crawford introduced State Representative Mary Ann Perez who recognized the San Jacinto College Maritime Program.
3. Dr. Brenda Hellyer introduced and recognized the 2018-2019 Faculty Senate Executive Officers.

**Student Success Presentations:** George González presented SJC Pathway Through the Lens of Diversity.

**Communications to the Board:**

1. A thank you was sent to the Board from Nick Malvis for the plant sent in memory of his mother.
2. A thank you was sent to the Board from Josh Wilson for the plant sent in memory of his father.
3. A thank you was sent to the Board from the family of Roark Montgomery, III for the plant sent in his memory.

**Hearing of Such Citizens or Groups of Citizens Desiring to be Heard Before the Board:** There were no citizens desiring to be heard before the Board.

**Informative Reports:** Chair Marie Flickinger indicated such reports were in the Board documents and online.

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

**Motion 9902  
Consideration of  
Approval of  
Amendment to  
the 2018-2019  
Budget for  
Restricted  
Revenue and  
Expenses  
Relating to  
Federal and  
State Grants**

Motion was made by Larry Wilson, seconded by Dan Mims, for approval of Amendment to the 2018-2019 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants.

**Motion Carried.**

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

**Motion 9903  
Consideration of  
Approval of Ad  
Valorem  
Property Tax  
Rate**

Motion was made by Dan Mims, seconded by John Moon, Jr., for Approval of Ad Valorem Property Tax Rate.

**Motion Carried.**

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

**Motion 9904  
Consideration of  
Approval of  
Addendum to  
Chancellor's  
Employment  
Contract with  
San Jacinto  
College District**

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

**Motion Carried.**

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

**Motion 9905  
Consideration of  
Approval of the  
Board of  
Trustees Bylaws**

Motion was made Larry Wilson, seconded by Keith Sinor, for Approval of the Board of Trustees Bylaws.

**Motion Carried.**

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

**Motion 9906  
Consideration of  
Approval of  
Policy  
III.3003.A,  
Ethical Conduct**

Motion was made by Dr. Ruede Wheeler, seconded by Erica Davis Rouse, for Approval of Policy III.3003.A, Ethical Conduct and Conflicts of Interest – Second Reading.

**and Conflicts of Interest – Second Reading**      **Motion Carried.**  
**Yeas:** Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson  
**Nays:** None

**Motion 9907**      Motion was made by Keith Sinor, seconded by Dan Mims, for Approval of  
**Consideration of**      Policy IV.4003.C, Outside Employment – Second Reading.  
**Approval of**  
**Policy**  
**IV.4003.C,**      **Motion Carried.**  
**Outside**  
**Employment –**      **Yeas:** Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson  
**Second Reading**      **Nays:** None

**Motion 9908**      Motion was made by John Moon, Jr., seconded by Dr. Ruede Wheeler, for  
**Consideration of**      Approval of Policy III.3003.B, Prevention of Fraud and Fraudulent Actions –  
**Approval of**      Second Reading.  
**Policy**  
**III.3003.B,**      **Motion Carried.**  
**Prevention of**  
**Fraud and**  
**Fraudulent**      **Yeas:** Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson  
**Actions – Second**      **Nays:** None  
**Reading**

**Motion 9909**      Motion was made by Larry Wilson, seconded by Dan Mims, for Approval of  
**Consideration of**      Policy IV.4002.A, Protection from Retaliation for Reporting Suspected  
**Approval of**      Wrongdoing – Second Reading.  
**Policy**  
**IV.4002.A,**      **Motion Carried.**  
**Protection from**  
**Retaliation for**  
**Reporting**      **Yeas:** Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson  
**Suspected**      **Nays:** None  
**Wrongdoing –**  
**Second Reading**

**Motion 9910**      Motion was made by Erica Davis Rouse, seconded by Keith Sinor, for  
**Consideration of**      Approval of Policy III.3001.C, Payroll – Second Reading  
**Approval of**  
**Policy**  
**III.3001.C,**      Brenda Hellyer commented that the percentage of faculty participation in the  
**Payroll – Second**      survey in the action item should read 34.8% not 35.8%.  
**Reading**      **Motion Carried.**  
  
**Yeas:** Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson  
**Nays:** None

**Motion 9911** Motion was made by Larry Wilson, seconded by John Moon, Jr., for Approval of Policy V.5000.A, Auditing Courses – Second Reading.  
**Consideration of Approval of Policy V.5000.A, Auditing Courses – Second Reading** **Motion Carried.**  
**Yeas:** Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson  
**Nays:** None

**Motion 9912** Motion was made by Keith Sinor, seconded by Dr. Ruede Wheeler, for Approval of Policy V.5001.A, Student Attendance – Second Reading.  
**Consideration of Approval of Policy V.5001.A, Student Attendance – Second Reading** **Motion Carried.**  
**Yeas:** Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson  
**Nays:** None

**Motion 9913** Motion was made by Erica Davis Rouse, seconded by Keith Sinor, for Approval of the 2019 Board of Trustees Regularly Scheduled Meeting Dates.  
**Consideration of Approval of the 2019 Board of Trustees Regularly Scheduled Meeting Dates** **Motion Carried.**  
**Yeas:** Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson  
**Nays:** None

**Consideration of Approval of Policy #: Student Records Management & Policy #: Confidentiality of Student Records - First Reading (Information Only)** Informational Item on Policy #: Student Records Management & Policy #: Confidentiality of Student Records - First Reading (Information Only).  
**No vote needed.**

**Consideration of Approval of Policy #, Classroom Behavior – First Reading (Information Only)** Informational Item on Policy #, Classroom Behavior – First Reading (Information Only).  
**No vote needed.**

**Consideration of Approval of Policy #, Definition of Credit Hour – First Reading (Information Only)** Informational Item on Policy #, Definition of Credit Hour – First Reading (Information Only).  
**No vote needed.**

**Motion 9914 Consideration of Purchasing Requests** Motion was made by Dan Mims, seconded by Dr. Ruede Wheeler, for approval of the purchasing requests.

RFP #18-31 Contract for Advertising Creative Services	\$100,000
RFP #18-32 Contract for Water Treatment Chemicals and Service	70,000
Purchase Request #1 Approval of Guaranteed Maximum Price for Central Campus Welcome Center	17,918,746
Purchase Request #2 Approval of Guaranteed Maximum Price for Central Campus Frels Building Renovation	3,552,402
Purchase Request #3 Approval of Guaranteed Maximum Price for North Campus Burlison, Wheeler, Brightwell, and Spencer Building Renovations	31,333,633
Purchase Request #4 Approval of Guaranteed Maximum Price for South Campus Engineering and Technical Center	21,645,794
Purchase Request #5 Approval of Guaranteed Maximum Price for South Campus Longenecker Building Renovations	16,577,745
Purchase Request #6 Approval of Guaranteed Maximum Price for South Campus S-7 and S-9 Building Renovation	5,852,937
Purchase Request #7 Approval for Increase of Contract Amount for South Campus HVAC Tech Building Renovation	2,177,469
Purchase Request #8 Purchase Audio Visual Equipment and Services	325,000

Purchase Request #9 Purchase Data Network Equipment	75,000
Purchase Request #10 Approval for Increase of Contract Amount for Central Campus Central Plant Upgrades	455,841
Purchase Request #11 Approval of Architectural Design Services for Roof Replacement for South Campus Longnecker Building	59,000
Purchase Request #12 Method of Procurement for Roof Replacement for South Campus Longnecker Building S-8	-
Purchase Request #13 Approval of Disaster Recovery Project Management Services	750,000
Purchase Request #14 Renew the Contract for Turnkey Magazine Production Services	300,000
Purchase Request #15 Additional Funds for Plumbing Services	150,000
Purchase Request #16 Lease Fleet Vehicles	70,000
Purchase Request #17 Method of Procurement for Generation Park (For Construction of Initial Building)	_____
<b>TOTAL OF PURCHASE REQUESTS</b>	<b>\$101,413,567</b>

**Motion Carried.**

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

**Nays:** None

**Motion 9915  
Consent Agenda**

Motion was made by Dan Mims, seconded by Dr. Ruede Wheeler, to approve the consent agenda.

- A. Approval of the Minutes for the September 10, 2018 Board Workshop and Regular Board Meeting
- B. Approval of the Minutes for the September 7, 2018 Board Strategic Planning Retreat

- C. Approval of Personnel Recommendations, Extra Service Agreements, and 2018-2019 Part-time Hourly Rate Schedule
- D. Approval of the Affiliation Agreements
- E. Approval of the Next Regularly Scheduled Meeting

**Motion Carried.**

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

**Nays:** None

**Items for  
Discussion/  
Possible Action**

There were no additional items discussed.

**Adjournment:** Meeting Adjourned at 7:37 p.m.