

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

**February 5, 2018**

**The Board of Trustees of the San Jacinto Community College District met at 7:00 p.m., Monday, February 5, 201, 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:**

Jeffrey Armenta	Mini Izaguirre	Debbie Smith
Tom Arrington	Brenda Jones	Danny Snooks
Joshua Banks	Bryan Jones	Rob Stanicic
Rhonda Bell	Tami Kelly	Janice Sullivan
Marsha Bowden	Ann Kokx-Templett	Steve Trncak
Michelle Callaway	Kevin McKisson	Van Wigginton
Josh Campbell	Kevin Morris	Laurel Williamson
Pam Campbell	Wanda Munson	Sherry Wise
Cristina Cárdenas	Don Netherton	Teri Zamora
Kate Carter	Alexander Okwonna	Joanna Zimmermann
Andrew Chau	Jeff Parks	
Teri Crawford	Loli Priddy	
Suzanne Deblanc	Casey Prince	
William Dickerson	Chris Prince	
Dianne Duron	Bill Raffetto	
George González	Heather Rhodes	
Rebecca Goosen	Shelley Rinehart	
Paul Gordy	Martha Robertson	
Allatia Harris	Joan Rondot	
Joe Hayden	Diana Rosaly	
Noah Hunter	D. Scatizti	
Clare Iannelli	Kelly Simons	

<b>Call the Meeting to order:</b>	Chair Marie Flickinger called the Regular Meeting of the Board of Trustees to order at 7:00 p.m.
<b>Roll Call of Board Members:</b>	Erica Davis Rouse – Absent Dan Mims John Moon, Jr. Keith Sinor Dr. Ruede Wheeler Larry Wilson
<b>Invocation and Pledges to the Flags:</b>	The invocation was given by Dr. Bill Raffetto. The pledges to the American flag and the Texas flag were led by John Moon, Jr.
<b>Special Announcements, Recognitions, and Presentations:</b>	<ol style="list-style-type: none"> <li>1. Bryan Jones recognized Mr. Drew Scatizzi with CeneterPoint Energy and Mr. Joe Hayden with CPower for electrical power incentive and reward programs. The rewards the College realized with these two programs over the last two years has amounted to approximately \$270,000.</li> <li>2. Dr. Laurel Williamson recognized the 2017-2018 Excellence Award and Minnie Piper recipients.</li> <li>3. Dr. Allatia Harris recognized Tom Arrington for being named to the National Junior College Athletic Association Baseball Hall of Fame.</li> </ol>
<b>Student Success Presentations:</b>	<ol style="list-style-type: none"> <li>1. The See to Succeed presentation was tabled.</li> <li>2. Niki Whiteside provided an update on Distance Education</li> <li>3. George González provided an update on the High School Capture Rates.</li> <li>4. Michelle Callaway provided an updated on Graduation Rates and Awards.</li> </ol>
<b>Communications to the Board:</b>	<ol style="list-style-type: none"> <li>1. A thank you was sent to the Board from Leslie Horton and Angie Jackson, for the plant sent in memory of their mother.</li> <li>2. A thank you was sent to the Board from Allen Pigeon, for the plant sent in memory of his father.</li> <li>3. A thank you was sent to the Board from Tracy Willis, for the plant sent in memory of her mother.</li> <li>4. A thank you was sent to the Board from the family of John Carrigan Britt, for the plant sent in his memory.</li> <li>5. Dr. Brenda Hellyer reviewed the Student Government Association (SGA) Deferred Action for Childhood Arrivals Resolution.</li> <li>6. A copy of the most recent Opportunity News from the Houston Chronicle was presented to the Board.</li> <li>7. A copy of the 2017 Report to the Community was presented to the Board.</li> </ol>

**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.

- A. San Jacinto College Financial Statements
  - a. November 2017
  - b. December 2017
- B. San Jacinto College Foundation Financial Statements
  - a. November 2017
  - b. December 2017
- C. Capital Improvement Program
- D. San Jacinto College Building Committee Minutes

**Motion 9835  
Consideration of  
Approval of  
Amendment to  
the 2017-2018  
Budget for  
Restricted  
Revenue and  
Expenses Relating  
to Federal and  
State Grants**

Motion was made by Larry Wilson, seconded by Keith Sinor, for Approval of Amendment to the 2017-2018 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants.

**Motion Carried.**

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

**Nays:** None

**Motion 9836  
Consideration of  
Approval of  
Membership in  
the Construction  
Careers  
Collaborative for  
Construction of  
the Central  
Campus Welcome  
Center**

Motion was made by Dan Mims, seconded by John Moon, Jr., for approval of Membership in the Construction Careers Collaborative for Construction of the Central Campus Welcome Center.

**Motion Carried.**

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

**Nays:** None

**Motion 9837  
Consideration of  
Approval to  
Grant Utility  
Easements**

Motion was made by Dr. Ruede Wheeler, seconded by Larry Wilson, for approval to Grant Utility Easements.

**Motion Carried.**

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

**Nays:** None

**Motion 9838  
Consideration of  
Approval of  
Agreements with  
University of  
Houston –  
Downtown**

Motion was made by Dan Mims, seconded by John Moon, Jr., for approval of Agreements with University of Houston – Downtown.

**Motion Carried.**

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

**Nays:** None

**Motion 9839  
Consideration of  
Approval of  
Policy  
VII.7001.A:  
Public Relations –  
Second Reading**

Motion was made by John Moon, Jr., seconded by Dr. Ruede Wheeler, for approval of Policy VII.7001.A: Public Relations – Second Reading.

**Motion Carried.**

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

**Nays:** None

**Motion 9840  
Consideration of  
Approval of  
Policy  
VII.7002.A:  
Alcohol Usage at  
Events on College  
Property –  
Second Reading**

Motion was made by Larry Wilson, seconded by Keith Sinor, for Approval of Policy VII.7002.A: Alcohol Usage at Events on College Property – Second Reading.

**Motion Carried.**

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

**Nays:** None

**Consideration of  
Approval of  
Policy III.3008.A:  
Use of College  
Owned or Leased  
Vehicles – First  
Reading  
(Information  
only)**

Informational item on Policy III.3008.A: Use of College Owned or Leased Vehicles – First Reading.

**No vote needed.**

<b>Consideration of Approval of Policy Rescissions – First Reading (Information Only)</b>	Informational item on Approval of Policy Rescissions – First Reading (Information Only). <b>No vote needed.</b>																
<b>Consideration of Approval of Policy IV.4003.A: Filing Vacancies – First Reading (Information Only)</b>	Informational item on Approval of Policy IV.4003.A: Filing Vacancies – First Reading (Information Only). <b>No vote needed.</b>																
<b>Motion 9841 Consideration of Purchasing Requests</b>	<p>Motion was made by Dan Mims, seconded by Dr. Ruede Wheeler for approval of the purchasing requests.</p> <table border="0" style="width: 100%;"> <tr> <td style="padding-left: 20px;">CSP #18-13 Contract for South Campus Softball Training Facility</td> <td style="text-align: right; vertical-align: bottom;">\$580,000</td> </tr> <tr> <td style="padding-left: 20px;">RFP #18-21 Contract for Backbone Circuits</td> <td style="text-align: right; vertical-align: bottom;">102,000</td> </tr> <tr> <td style="padding-left: 20px;">Purchase Request #1 Architectural Programming Services for the N. Campus Spencer, Brightwell, Wheeler Buildings</td> <td style="text-align: right; vertical-align: bottom;">172,720</td> </tr> <tr> <td style="padding-left: 20px;">Purchase Request #2 Contract for Architectural Services for the S. Campus HVAC Tech Building Renovation</td> <td style="text-align: right; vertical-align: bottom;">100,763</td> </tr> <tr> <td style="padding-left: 20px;">Purchase Request #3 Method of Procurement for S. Campus HVAC Tech Building Renovation</td> <td style="text-align: right; vertical-align: bottom;">-</td> </tr> <tr> <td style="padding-left: 20px;">Purchase Request #4 Contractor for S. Campus HVAC Tech Building Renovation</td> <td style="text-align: right; vertical-align: bottom;">75,000</td> </tr> <tr> <td style="padding-left: 20px;">Purchase Request #5 Method of Procurement for S. Campus Longenecker Building Renovation</td> <td style="text-align: right; vertical-align: bottom;">-</td> </tr> <tr> <td style="padding-left: 20px;">Purchase Request #6 Contract for Architectural Services for S. Campus Longenecker Building Renovation</td> <td style="text-align: right; vertical-align: bottom;">995,077</td> </tr> </table>	CSP #18-13 Contract for South Campus Softball Training Facility	\$580,000	RFP #18-21 Contract for Backbone Circuits	102,000	Purchase Request #1 Architectural Programming Services for the N. Campus Spencer, Brightwell, Wheeler Buildings	172,720	Purchase Request #2 Contract for Architectural Services for the S. Campus HVAC Tech Building Renovation	100,763	Purchase Request #3 Method of Procurement for S. Campus HVAC Tech Building Renovation	-	Purchase Request #4 Contractor for S. Campus HVAC Tech Building Renovation	75,000	Purchase Request #5 Method of Procurement for S. Campus Longenecker Building Renovation	-	Purchase Request #6 Contract for Architectural Services for S. Campus Longenecker Building Renovation	995,077
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Purchase Request #7 Purchase Transcript Evaluation Records Management Software	248,954
Purchase Request #8 Contract for Architectural Services for ECHS Renovations	578,529
Purchase Request #9 Method of Procurement for College Administration East Building Renovation	-
Purchase Request #10 Contractor for College Administration East Building Renovations	<u>136,000</u>
<b>TOTAL OF PURCHASE REQUESTS</b>	<b>\$2,989,043</b>

**Motion Carried.**

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

**Nays:** None

**Motion 9842  
Consent Agenda**

Motion was made by John Moon, Jr., seconded by Keith Sinor, to approve the consent agenda.

- A. Approval of the Minutes for the December 11, 2017 Board Workshop and Regular Board Meeting
- B. Approval of the Budget Transfers
- C. Approval of Personnel Recommendations and Extra Service Agreements
- D. Approval of the Affiliation Agreements
- E. Approval of the Next Regularly Scheduled Meeting

**Motion Carried.**

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

**Nays:** None

**Items for  
Discussion/  
Possible Action**

There were no additional items discussed.

**Adjournment:**

Meeting Adjourned at 8:18 p.m.