

## San Jacinto College District Board Workshop May 2, 2022

The Board of Trustees of the San Jacinto Community College District met at 5:15 p.m., Monday, May 2, 2022, in Room 201 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

### MINUTES

	<b>Board Workshop Attendees:</b>	<b>Board Members:</b> Erica Davis Rouse, Marie Flickinger, Dan Mims, John Moon, Jr., Keith Sinor, Dr. Ruede Wheeler, Larry Wilson <b>Chancellor:</b> Brenda Hellyer <b>Other:</b> Melissa Mihalick (attorney – via conference call), Sandra Ramirez, Mandi Reiland, Laurel Williamson, Teri Zamora
	<b>Agenda Item:</b>	<b>Discussion/Information</b>
<b>I.</b>	<b>Call the Meeting to Order</b>	Board Chair, Marie Flickinger, called the workshop to order at 5:16 p.m.
<b>II.</b>	<b>Roll Call of Board Members</b>	Board Chair Flickinger conducted a roll call of the Board members:  Erica Davis Rouse Marie Flickinger Dan Mims John Moon, Jr. Keith Sinor Dr. Ruede Wheeler Larry Wilson
<b>III.</b>	<b>Adjournment to closed or executive session pursuant to Texas Government Code Section 551.071 and 551.074 of the Texas Open Meetings Act, for the following purposes: Legal</b>	Board Chair Flickinger adjourned to closed session at 5:18 p.m.  The Board members listed above as attending, Chancellor Brenda Hellyer, Sandra Ramirez, Mandi Reiland, and Teri Zamora were present for the closed session. Laurel Williamson attended a portion of the closed session as indicated below.

	<b>Matters and Personnel Matters</b>	<p>a. Legal Matters - For the purpose of a private consultation with the Board’s attorney on any or all subjects or matters authorized by law.</p> <ul style="list-style-type: none"> <li>• Conference call with attorney Melissa Mihalick</li> </ul> <p>b. Personnel Matters - 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.</p> <ul style="list-style-type: none"> <li>• Laurel Williamson attended this portion of the closed session.</li> </ul>
<b>IV.</b>	<b>Reconvene in Open Meeting</b>	Board Chair Flickinger reconvened to open meeting at 6:07 p.m.
<b>V.</b>	<b>Notification of Program Closure, AAS Automotive Collision Repair</b>	<p>A copy of the action item and back up documentation from when this closure was first brought to the Board last fall was distributed to the Board members.</p> <p>Dr. Laurel Williamson provided an overview of what led to the recommendation to close the AAS Automotive Collision Repair program. She explained the interest in this program has decreased, and the certificate program offered does not provide entry level jobs in our region. Conversations have been had with employers in our region, and we are learning that this field is more on-the-job training with certificates and degrees not being required. The College will likely have a crosswalk with the Kirk Lewis Career and Technical High School where we will accept some of their entry level courses for student’s credits to be in the College’s Auto Technician Program on Central Campus.</p> <p>Laurel added that another issue the College has had with the Automotive Collision Repair program is not having enough faculty who are interested in recruiting for this program. The College will provide a teach-out plan with some part-time instructors teaching the 24 students currently completing the program. Regarding employees, there is one tool room attendant who will be affected by this closure and will be moved to the Central Campus Auto Technology Program.</p> <p>Dr. Brenda Hellyer commented that the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) and Texas Higher Education Coordinating</p>

		<p>Board (THECB) will be notified if the Board approves this closure.</p> <p>Erica Davis Rouse asked what will happen to the space that currently houses the Automotive Collision Repair program. Brenda responded that the space is in an old building that will be used for maintenance.</p> <p>Teri Zamora added that the buildings are being assessed to see which ones can be used and which need to be demolished.</p>
<p><b>VI.</b></p>	<p><b>Update on Development of Fiscal Year 2023 Budget</b></p>	<p>Teri provided an update on the plan for the Fiscal Year 2023 (FY2023) Unrestricted Budget. The goal for this year’s budget is to ensure long term viability of the College to serve students and the community, facilitate a stable College workforce using the performance management process, and support growth in student enrollment. There is some uncertainty in the College’s revenue streams, so we will be spending strategically. The College will be scaling up the Promise Program for all 2022 area high school graduates and continue coordinating the College budget with federal COVID relief funds.</p> <p>Teri provided an overview of the budget plan. The Board will be asked to approve the annual priorities in June. Revenue scenarios continue to develop, so the recommendation is to delay the budget approval to August. Remaining Higher Education Emergency Relief Fund (HEERF) will be used in 2023 to cover required expenses, fund new initiatives, and serve as general revenue support.</p> <p>Teri covered the revenue estimation plan. The College’s State Allocation will remain the same as FY2022, we anticipate an increase on Maintenance &amp; Operations tax (M&amp;O) due to new properties and an increase percentage on growth and valuations. Teri explained that the new tax projected assessment was received from the county at the end of April and showed an overall increase of 9.06 percent. The county is not certain if there will be a growth in percentage appeals due to the increase being higher than previous years. The HEERF revenue recovery is still being reviewed and will be finalized by the end of May. Tuition is also still being finalized.</p> <p>Erica asked what the HEERF revenue recovery number is based on.</p>

		<p>Teri explained that the fiscal year budget being discussed is compared to pre-pandemic years, 2019 and 2020, to determine loss of revenue.</p> <p>Keith Sinor asked what the deadline for using the HEERF funds is. Teri responded that the funds must be used by May 2023.</p> <p>Brenda asked if the 9.06 percent tax increase is mostly residential. Teri responded that for San Jacinto College the residential tax increase was 16 percent, apartments increased 15 percent, commercial increased 11 percent, and industrial increased 10.7 percent. There were also vacant properties which were negative and balanced out to 9.06 percent.</p> <p>Brenda explained that summer enrollment is open. The College enrollment is currently down in academics, but technical programs are seeing increases compared to last summer’s enrollment. Most students are still signing up for online academic courses.</p>
<b>VII.</b>	<b>Update on Budget Requests using Bond Interest Earnings</b>	<p>Teri provided an update on budget requests using bond interest earnings. She explained that once the cash balances that are in reserves were analyzed, we had \$4.3 million in interest earnings on past bond issuances. We had initially portioned out \$2.5 million for roof replacement on buildings 7, 8, and 9 on the North Campus and \$1.7 million for replacing the roofs on buildings 7 and 9 on the South Campus. The roofs on South Campus were assessed first, and we learned the cost of replacement of the roof is \$2.4 million. This cost was higher than what was estimated, due to the condition of the roofs. The roofs on North Campus are being assessed, and we anticipate they will not need a total replacement, which should cost less than the budgeted \$2.5 million and will even out the increased cost for the South Campus roof replacements. If these repairs do exceed the budgeted \$1.9 million, this will be brought to the Board.</p> <p>The Board members had no questions regarding this item.</p>
<b>VIII.</b>	<b>Update on State and Federal Legislative Sessions</b>	<p>Brenda provided an update on the State and Federal legislative sessions. On the Federal side, the Omnibus Appropriations Act was approved and includes \$585,000 in Community Project Funding for the College’s EDGE Center. Congressman Troy Nehls sponsored this initiative. Teri</p>

		<p>Crawford was made the contact for this appropriation and is working on how to receive the funding.</p> <p>San Jacinto College submitted a Community Grant Request for Cyber Security to Congresswoman Sylvia Garcia’s office. If accepted, the grant would provide funding for a Cyber Security Center Director along with training for faculty and competitions for students. House and Senate conferees continue to work to reconcile their respective versions of the America COMPETES Act of 2022 containing a \$200 million community college maritime training grants program authored by Representative Sylvia Garcia. Senator John Cornyn is also a conferee, so the College has reached out to his office for support for this grant program. The Fiscal Year 2023 Appropriations process has also started.</p> <p>On the State side, the Commission on Community College Finance continues its work in the work groups. The Commission will have a hearing of the full Commission on June 21, 2022, to start working through recommendations.</p> <p>The Texas Association of Community Colleges met in April and have come up with recommendations focused on the work groups. These recommendations are being worked with the Commissioner on Higher Education and the Community College Association of Texas Trustees (CCATT) to make sure the trustees are in alignment to help align the recommendations coming from the commission. Brenda met with Representative Bonnen, and he felt it is important for community colleges to be able to document their recommendations and align. There was a unanimous vote out of the TACC presidents on these recommendations. Brenda will bring more updates as they are available.</p> <p>One of the big recommendations is asking the State to define their strategy that they want for dual credit, what they want the performance measures to be, and what they think the funding model needs to be. Also on the State side, hearings for the interim charges begin this week in the House and Senate. Interim Charge reports are due by the middle of October 2022.</p>
<b>IX.</b>	<b>Review of Calendar</b>	<p>Brenda reminded the Board about Spring Commencement and asked them to let the Chancellor’s Office know if they plan to attend so transportation can be coordinated. She reviewed upcoming events and asked the Board members to let Mandi</p>

		<p>Reiland know if they would like to attend any of the listed events.</p> <p>Erica will be out of town and is unable to attend the June Board meeting.</p>
<b>X.</b>	<b>General Discussion of Meeting Items</b>	<p>Brenda asked if the Board members had any questions about items in the Board book.</p> <p>Erica asked for clarification on a purchase request regarding the length of the Oracle subscription. She also asked if the Texas A&amp;M Corpus Christi is a co-op.</p> <p>Teri explained that the College is entering into a four-year contract for a Hosted Oracle Subscription Access License, which will support the transition of our Banner ERP system from being hosted on-site on the College’s servers, to being hosted by Ellucian-managed cloud services. For this purchase we participate in the Texas A&amp;M Corpus Christi inter-agency agreement for Banner software license maintenance through the Texas Connection Consortium. This type of agreement is in accordance with the Texas Education Code 44.031 and Texas Government Code 791.001.</p> <p>Dan Mims asked if the College is no longer using Banner. Teri responded that the College will still use Banner, but it will be in the cloud. We will be able to remove a majority of the servers in the server room due to converting to the cloud. This is being done to provide more security and to assist with having access to the network in the event of closure due to inclement weather.</p> <p>Brenda informed the Board that the faculty contracts are in the personnel section of the Board book. Once reviewed, those will go out May 10, 2022.</p>
<b>XI.</b>	<b>Adjournment</b>	<p>Board Chair Flickinger adjourned the meeting at 6:43 p.m.</p>