San Jacinto College District Board Workshop  
August 5, 2013  
District Administration Building, Suite 201

MINUTES

| Board Workshop Attendees: | Board Members: Marie Flickinger (MF), Dan Mims (DM), John Moon, Jr. (JM), Keith Sinor (KS), Larry Wilson (LW), Dr. Ruede Wheeler (RW), Brad Hance (BH)  
Chancellor: Brenda Hellyer (BLH)  
Others: Ken Lynn (KL), Steve Trncak (ST) |
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<td>Agenda Item:</td>
<td>Discussion/Information</td>
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<td>I. Call the Meeting to Order</td>
<td>Workshop began at 5:00 p.m.</td>
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| II. Executive Session | Adjournment to Executive Session: 5:10 p.m.  
Adjournment to closed or executive session pursuant to Texas Government Code Sections 551.074, the Texas Open Meetings Act, for the following purposes:  
Personnel Matters:  
1. Deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal  
2. Hear complaints or charges against employees |
| III. Reconvene in Open Meeting | Reconvene at 5:25 p.m. |
Major Revenue Assumptions:  
- State Revenue up $180,000  
  - New Funding Model approved by legislature that includes student success points  
- Tuition and Fee rates had no increase  
- Current Enrollment assumptions  
  - 2% increase in enrollment over current year actual |

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- Waiver and exemptions increased by $700,000
- Current Tuition and Fee Revenue Projections
  o $1.5 million decrease from FY 13 budget
- Taxable Assessed Value of property increases anticipated
  o Total tax rate will remain the same as FY 13
  o Lower debt service rate allowing shift to maintenance and operations rate
  o Tax revenue over FY 13 budget $5.6 million and $2.8 million over FY 13 actual
- Interest Income budget reduced $805,000 due to continued low rates

**Major Expenditure Assumptions**

- Salaries and Benefits
  o Benefits –adjusted to reflect legislative changes
  o Compensation pool for raises $2.2 million
- Instructional budget increased $2.0 million
  o 9 new FT faculty; conversions of 13 FT Temp faculty to FT; 6 new FT Temp Faculty
- Academic Support budget increased $1.2 million
  o Blackboard capacity
  o Distance learning
  o Software licenses
  o Dual Credit support
- Student Services budget increased to $1.1 million
  o Formalized budget for Men of Honor
  o Veterans Program
  o Calling program (previously grant funded)
  o 5 Educational Planner Positions
- Institutional Support increased by $364,000
  o Bad debt expense (Title IV)
  o Network maintenance contracts
• Assistant payroll manager position
  • Offset by reduction in computer lease costs
  • Reorganization savings
• Maintenance and Facilities Expenses increased $650,000
  • New construction square footage (North and South) Science Buildings
• To Be Allocated of $2.1 million
  • Banner Revitalization Project Phase II (no increase from FY 13)
  • Technology Contingency ($300,000 new)
• Non-recurring Expenses $690,200
  • Music lab pianos
  • Success Factors recruiting module implementation
  • Success Factors CDP module implementation
  • Aason Hours for CDP/SP implementation
  • Email campaign
  • Five cluster videos
  • Radio and outdoor advertising
• Capital Outlay $2.5 million
  • North AMX
  • South AMX
  • District Annex Renovations

Athletics Task Force
• Identified inequities that needed addressed
• Weekly meal allowance
• Week-end meal allowances
• Housing allowance inadequate
• Allocated $249,000 more to cover costs
• Continuing to analyze commitment to athletics
• Additional resources to offset athletic increases were identified through adjustment of student loan fees, reduced golf course expenses, and elimination of cheerleading budget

Next Steps
• Reprioritizing and repurposing continue to be critical aspects of the budget.
• Strategic Plan continues to drive the budget
- Process:
  - Tax rates adopted in October
  - Monthly monitoring of actual versus budget

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<th>V. Board Monitoring Reports</th>
<th>BLH reviewed the proposed schedule. There were no questions.</th>
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<td>VI. Calendar</td>
<td>-Upcoming Parades</td>
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<td>VII. Adjournment</td>
<td>Workshop adjourned at 6:35 p.m.</td>
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