

SAN JACINTO COLLEGE DISTRICT
REGULAR BOARD WORKSHOP MINUTES
July 6, 2009

The Board of Trustees of the San Jacinto Community College District met at 5:00 p.m., Monday, July 6, 2009, in Room 201 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas for a Board Workshop.

Present: Marie Flickinger, Ben Meador, Dan Mims, Larry Wilson, Wayne Slovacek, Dr. Ruede Wheeler, Dr. Brenda Hellyer, Ken Lynn, Steve Trncak

I. Budget Projections

Vice Chancellor of Fiscal Affairs Ken Lynn presented the budget projections for 2009-2010. The Board will receive the budget information one week prior to final approval for adequate time to review.

II. Preliminary Goals for 2009-2010

Chancellor Dr. Brenda Hellyer gave a presentation on the *Annual Priorities for 2009-2010* – a working draft. The Strategic Leadership Team will meet on July 15 and bring to the Board for approval in August. There was discussion of how will be reported to the Board once adopted.

III. Board Committees

The Board agreed to move to two committees – the Building Committee and the Audit/Budget Committee. Both committees will meet on the Tuesday before the Board meeting – the Building Committee at 3:00 pm and the Audit/Budget at 5:00 pm.

The title of Audit/Budget Committee was changed to Finance Committee. John Moon, Jr. was added as a member. Any Board member may attend either committee meetings. The meetings are posted so this does not cause a problem with the open meetings act.

Adjourned to regular board meeting at 7:00 p.m. with no action taken.

SAN JACINTO COLLEGE DISTRICT
REGULAR BOARD MEETING MINUTES
July 6, 2009

The Board of Trustees of the San Jacinto Community College District met at 7:00 p.m., Monday, July 6, 2009, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas for the Regular Board Meeting.

Members Present: Marie Flickinger, Chair
Dan Mims, Vice Chair
Ben Meador, Secretary
Larry Wilson, Assistant Secretary
Wayne Slovacek
Dr. Ruede Wheeler
John Moon, Jr.

Strategic Leadership Team: Brenda Hellyer
Ron Rucker
James Fowler
Laurel Williamson
Ken Lynn
Teri Fowle
Neil Matkin
Allatia Harris
Maureen Murphy

Others Present:

Ron Lang	Justin Hellyer	Rep. Ken Legler
Toni Pendergrass	Ginger Lambert	Steve Trncak
Steve Horton	Leslie Horton	Michael Moore
Ann Templet-Kokx	Susan Temple	Karen Pullen
Dennis Toombs	Kathy Knapp	Julia Jay
Kelly Simons	Pam Campbell	Susan Arscott
Joanie DeForest	James Braswell	Amanda Booren
Barbara Taplin	Bill Raffetto	Gary Friery
Catherine O'Brien	Jason Chan	Frank Rizzo
Danny Snooks	Woody Dunseith	Rebecca Goosen
Allison Hennessey	Niki Whiteside	Richard Bailey
Bridgett Bishop	Mary Tunstall	Debbie Westmoreland
Linda Pennington		

Chair Marie Flickinger called the regular meeting of the Board of Trustees to order. The invocation was given by John Moon, Jr. and the pledge was led by Representative Ken Legler.

Special Recognitions

Representative Ken Legler presented a resolution to Dr. Julia Jay as the recipient of the 2009 Minnie Stevens Piper Award.

Representative Ken Legler presented a resolution to Dr. Neil Matkin as the Texas A & M University Alumni Ambassador.

Vice Chancellor of Instructional Programs and Services Dr. Laurel Williamson recognized Dr. Catherine O'Brien for being selected on the Workforce Education Curriculum Manual leadership committee.

Dr. Williamson recognized Dr. Rebecca Goosen for being named as a Senior Fellow in the Public Education Community Fellows Program.

Dr. Williamson recognized SJC employees who have completed various levels of the industry-recognized Microsoft Office Certification Program.

Central Campus President Dr. Neil Matkin Dr. Neil Matkin as the Texas A & M University Alumni Ambassador.

Dr. Matkin gave a report on Central campus summer pre-college programs.

Institutional Outcomes Report

None

Achieving the Dream Presentation

South Campus Vice President of Instruction Dr. Toni Pendergrass gave an overview of new student orientation.

Communications

Thank you from the family of Bill Gray for flowers sent in his memory.

Thank you from Rusty Hellyer and Kelly Simons for plants sent after their recent surgeries.

Hearing of Citizens

None

Informative Reports:

Report on Gifts and Grants was presented and filed for information. The Financial Statement was presented and filed for information.

Motion 9011 Developmental and Remedial Instructional Areas will be Called College Preparatory

Motion was made by Larry Wilson, seconded by Dan Mims to approve instructional areas previously called developmental, remedial, college prep, pre-college, and non-college to now be collectively called college preparatory.

Motion carried.

Yeas:

Wilson, Wheeler, Slovacek, Meador, Mims, and Moon

Nays:

None

**Motion 9012
Houston Pathways
Initiative MOU**

Motion was made by Ben Meador, seconded by John Moon, Jr., to approve a Memorandum of Understanding with Houston Pathways Initiative.

Motion carried.

**Yeas:
Nays:**

Mims, Wilson, Wheeler, Slovacek, Meador, and Moon
None

**Motion 9013
Kaplan University
Articulation Agreement**

Motion was made by Dan Mims, seconded by Ruede Wheeler, to approve an articulation agreement with Kaplan University.

Motion carried.

**Yeas:
Nays:**

Meador, Mims, Wilson, Wheeler, Slovacek, and Moon
None

**Motion 9014
Part-time Hourly
Schedule and Revised
Stipend/Market
Premium Rates**

Motion was made by Ben Meador, seconded by Larry Wilson, approve the Part-time Hourly Salary Schedule and Revised Stipend/Market Premium Rates.

Motion carried.

**Yeas:
Nays:**

Slovacek, Meador, Mims, Wilson, Wheeler, and Moon
None

**Motion 9015
Amendment to the
08/09 Budget Related
to Federal and State
Grants**

Motion was made by Wayne Slovacek, seconded by John Moon, Jr., to approve an amendment to the 2008-2009 budget for restricted revenue and expenses relating to federal and state grants.

Motion carried.

**Yeas:
Nays:**

Wheeler, Slovacek, Meador, Mims, Wilson, and Moon
None

**Motion 9016
Amendment to the
08/09 Budget Related
to the Reallocation of
Funds by ERS**

Motion was made by Larry Wilson, seconded by Ruede Wheeler, to approve an amendment to the 2008-2009 budget for restricted revenue and expenses related to the reallocation of employee insurance appropriations by the Employee Retirement System of Texas (ERS) for 2008-2009.

Motion carried.

**Yeas:
Nays:**

Moon, Wheeler, Slovacek, Meador, Wilson and Mims
None

**Motion 9017
Ratification of
Pricing for Series 2009
General Obligation
Bonds**

Motion was made by Dan Mims, seconded by Ruede Wheeler to ratify the actions of the Vice Chancellor of Fiscal Affairs relative to the sale \$150 million of Series 2009 General Obligation Bonds on June 29, 2009, and further affirm that the actions undertaken by the Vice Chancellor of Fiscal Affairs is consistent in all material respects with the order authorizing such action approved by the Board on June 1, 2009.

Motion carried.

**Yeas:
Nays:**

Mims, Moon, Wilson, Wheeler, Slovacek, and Meador
None

**First Reading -
Investment Policy**

Revisions to the Investment Policy of the College were presented for a first reading.

**First Reading -
Purchasing Policy**

Revisions to the Purchasing Policy of the College were presented for a first reading.

**Motion 9018
Accept Gift from
Chrysler Corporation**

Motion was made by Ben Meador, seconded by John Moon, Jr., to approve accepting a gift of equipment from Chrysler Corporation.

Motion carried.

**Yeas:
Nays:**

Wilson, Slovacek, Mims, Moon, Meador, and Wheeler
None

**Motion 9019
Summer Child Care
Tuition Adjustment**

Motion was made by Larry Wilson, seconded by John Moon, Jr., to approve a \$4.00 reduction in tuition for children attending child care on Fridays during the summer between May 22 and August 14.

Motion carried.

**Yeas:
Nays:**

Wheeler, Wilson, Meador, Slovacek, Mims and Moon
None

**Motion 9020
Honoraria**

Motion was made by Wayne Slovacek seconded by Ruede Wheeler, for approval of honoraria to the following:

LeeAnn Morris, David LeMaster, Kaye Moon Winters, Dennis Toombs, Mark Schatz, and Ann Pearson.

Motion carried.

**Yeas:
Nays:**

Wheeler, Wilson, Meador, Slovacek, Mims and Moon
None

**Motion 9021
Clear Horizons
Early College High
School MOU**

Motion was made by Ben Meador, seconded by Dan Mims, to approve the Clear Horizons Early College High School Memorandum of Understanding. This MOU is a continuation of the original agreement executed in August 2006.

Motion carried.

Yeas:

Slovacek, Mims, Wheeler, Meador, Wilson, and Moon

Nays:

None

**Motion 9022
Delivery Method
For Evaluation of
Bids and Proposals**

Motion was made by Dan Mims, seconded by Ruede Wheeler, to approve job order contracting for Central and South Campus Yum Brand Franchise; and Construction Manager at Risk for North Campus (Science/Allied Health and Student Service Center) South Campus (Science/Allied Health and Student Service Center) Central Campus (Science Center and Allied Health Addition)

Motion carried.

Yeas:

Wheeler, Wilson, Meador, Slovacek, Mims and Moon

Nays:

None

**Motion 9023
Contract for the
Renovation of the
Food Courts at
Central and South**

Motion was made by Wayne Slovacek seconded by Wayne Wilson, to approve a contract with Construction Masters of Houston for Job Order Contracting for the renovation of the food courts at Central and South Campuses.

Motion carried.

Yeas:

Mims, Slovacek, Wheeler, Moon, Meador, and Wilson

Nays:

None

**Motion 9024
Contract for the
Central Childcare
Lab School**

Motion was made by Ruede Wheeler, seconded by Dan Mims, to approve a contract with Construction Masters of Houston for Construction of a new Childcare Lab School at Central Campus.

Motion carried.

Yeas:

Mims, Slovacek, Wheeler, Moon, Meador, and Wilson

Nays:

None

**Motion 9025
Contract for the
North Childcare
Lab School**

Motion was made by Ben Meador, seconded by John Moon, Jr., to approve a contract with Teal Construction in the amount of \$2,078,265 (including Alternate #1 for a full service kitchen) for construction of new Childcare Lab School at North Campus. The Board further authorizes the Chancellor to administratively determine whether Alternate #1 should be accepted and to adjust the contract accordingly.

Motion carried.

Yeas: Mims, Slovacek, Wheeler, Moon, Meador, and Wilson
Nays: None

Motion 9026 Motion was made by Wayne Slovacek, seconded by Dan Mims, to approve a contract with Durotech, Inc. for Construction
Construction Manager Manager at Risk ("CM at Risk") for the construction of the
At Risk - Central Central Campus Transportation Center and Industrial Buildings
Transportation Center addition and renovation project.

Motion carried.

Yeas: Mims, Slovacek, Wheeler, Moon, Meador, and Wilson
Nays: None

Motion 9027 Motion was made by Dan Mims, seconded by Ruede Wheeler, to
Purchasing approve the following purchasing items:

EQUIPMENT, SUPPLIES & SERVICES BIDS

District

RFP 09-31 Electrical Maintenance Services	\$500,000
RFP 09-39 Charter Bus Service	157,461
RFP 09-42 Cosmetology Supply Contracts	71,000
RFP 09-46 Purchase of Pre-owned Commercial Truck	32,000

TOTAL OF ALL BIDS **\$760,461**

Purchase Requests, Sole Source Vendors, Cooperatives, and Contract Renewals

ITS

Purchase Request #1 – Mirage Software Renewal	\$ 36,180
Purchase Request #2 – Video Conferencing Services	60,000

HEALTH SCIENCES

Purchase Request #3 – Automated Dispensing Machines	56,985
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MAINTENANCE

Purchase Request #4 – Plant Products	40,000
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GRANTS

Purchase Request #5 – TWC Grant Funding Professional Services	145,660
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ATHLETICS

Purchase Request #6 – Renew Student Athletic Accident Insurance	77,478
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NON-DESTRUCTIVE TESTING

Purchase Request #7 – Testing Equipment (Sole Source)	32,000
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MARKETING

Purchase Request #8 – Website Photography Services 45,000

EDUCATIONAL TECHNOLOGY

Purchase Request #9 – Virtual World Consulting and Development Services 27,843

TOTAL OF PURCHASE REQUESTS 521,146

GRAND TOTAL: \$1,281,607

Motion carried.

Yeas: Wilson, Wheeler, Slovacek, Meador, and Moon

Nays: None

Motion 9028

Consent Agenda

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

- A. Approval of the minutes for June 1, 2009 Board Workshop and Regular Board Meeting.
- B. Approval of the 2008/2009 Budget Transfers.
- C. Approval of the Personnel Recommendations.
- D. Approval of the Affiliation Agreements.
- E. Approval of the next regular meeting – August 3, 2009.

Motion carried.

Yeas: Mims, Wheeler, Slovacek, Wilson, Meador, and Moon

Nays: None

The meeting adjourned at 7:47 p.m.