

SAN JACINTO COLLEGE DISTRICT  
REGULAR BOARD MEETING MINUTES  
November 3, 2008

The Board of Trustees of the San Jacinto Community College District met at 7:00 p.m., Monday, November 3, 2008, 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

**Administrators:** Bill Lindemann  
Brenda Hellyer  
Ron Rucker  
Ken Lynn  
Neil Matkin  
Allatia Harris  
Maureen Murphy  
Teri Fowle

**Others Present:**

Bill & Janis Bailey	Carol Schwing	Toni Pendergrass
Royce Ann Walker	Daniel Neuls	Shanna Dement
Aaron Soderberg	Rob Vanya	Nancy VanHandel
Sherry Jones	Susan Arscott	Kathy Knapp
Kelly Simons	Catherine OBrien	Linda Torres
Steve Horton	Kay Moon Winters	Mike Moore
Brook Zemel	Wayne Hall	Amanda Booren
Barbara Taplin	Bill Raffetto	Gary Friery
Bill Mattei	Jason Chan	Keith Hudson
Larry Logsdon	Brenda Dunaway	Danny Snooks
Richard Bailey	Rebecca Goosen	Wanda Simpson
Frank Rizzo	George González	

Chair Marie Flickinger called the regular meeting of the Board of Trustees to order. The invocation was given by Dan Mims and the pledge was led by Richard Bailey.

**Special Recognitions**

South campus president Dr. Maureen Murphy introduced the new vice president of instruction Dr. Toni Pendergrass.

Foundation executive vice president Susan Arscott recognized Dr. Bill and Janis Bailey for their \$20,000 contribution to the Milton Bailey Scholarship fund in memory of their son; and turning over the Gumbo Gala to the SJC Foundation.

Central campus counselor Daniel Neuls recognized central campus advisor/recruiter for non-traditional students Kay Moon Winters for her award winning essay "My Next Chapter...Life @ 50+".

Associate vice chancellor of marketing Teri Fowle recognized her department for receiving Marketing NCMPR Awards.

**Achieving the Dream Presentations**

Director of research and institutional effectiveness George González gave a report on Career and Technical Education.

Director of research and institutional effectiveness George González and dean of developmental education Rebecca Goosen gave a report on Pre-College Success Monitoring.

**Communications:**

Thank you from Pat Grissom and Steve Trncak for flowers sent in memory of their loved ones.

**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 8029  
Amendment to the  
2008-2009 Budget**

Motion was made by Wayne Slovacek, seconded by Dan Mims, to approve an amendment to the 2008-2009 Budget for restricted revenue and expenses relating to federal and state grants.

**Motion carried.**

**Yeas:**

Wilson, Wheeler, Slovacek, Mims, Meador

**Nays:**

None

**Motion 8030  
Authorization for  
Chancellor to Award  
Contracts for Employee  
Retirement Program  
Providers**

Motion was made by Ben Meador, seconded by Ruede Wheeler, to authorize the Chancellor to approve the award of RFQ#08-17 and #09-04 Employee Retirement Programs. The selection process to identify qualified firms will be completed in November 2008 after interviews of the top ranked firms have been conducted. The Board of Trustees will ratify the contracts with the selected Vendors during the December 2008 Board Meeting.

**Motion carried.**

**Yeas:**

Wilson, Wheeler, Slovacek, Mims, Meador

**Nays:**

None

**Motion 8031  
Employment Contract  
Robert Brinly**

Motion was made by Larry Wilson, seconded by Ben Meador, to approve the consultant agreement for Robert Brinly, an independent contractor, to provide leadership and coordination between the College and the energy industry in the development of the new workforce training center, as well as the related programs that will be included.

**Motion carried.**

**Yeas:** Wilson, Wheeler, Slovacek, Mims, Meador

**Nays:** None

**Motion 8032  
Consent Agenda**

Motion was made by Ruede Wheeler, seconded by Ben Meador, to approve the following consent agenda:

- A. Approval of the minutes for October 6, 2008 Regular Board Meeting; October 9, 2008 Public Hearing; October 13, 2008 Public Hearing; and, October 16, 2008 Special Board Meeting.
- B. Approval of the 2007/2008 Budget Transfers.
- C. Approval of the Personnel Recommendations.
- D. Approval of Amendment to the Holidays for Twelve Month Employees
- E. Approval of the Affiliation Agreements.
- F. Approval of the next regular meeting – December 4, 2008.

**Motion carried.**

**Yeas:** Wheeler, Slovacek, Mims, Wilson, Meador

**Nays:** None

**Motion 8033  
Bids**

Motion was made by Wayne Slovacek, seconded by Ben Meador, to approve the following bids:

**EQUIPMENT, SUPPLIES & SERVICES BIDS**

<b>District:</b> Printing Schedules	\$340,000
<b>North:</b> Bid No. 09-08 North Campus Athletic Field Drainage	\$890,275
<b>South:</b> Bid No. 09-09 South Campus Athletic Field Drainage	<u>\$ 227,175</u>

**TOTAL OF ALL BIDS** **\$1,457,450**

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

**Library**

Purchase Request #1 – Materials & Supplies – Central Campus \$ 425,000

**Maintenance**

Purchase Request #2 – Custodial Supplies 215,000

Purchase Request #3 – Custodial Supplies 35,000

Purchase Request #4 – Lighting Products 65,000

Purchase Request #5 – Golf Course Maintenance 245,000

**Information Technology**

Purchase Request #6 – Contract Renewal 184,000

**Multiple Departments**

Purchase Request #7 – Wireless Service 105,000

**CPD**

Purchase Request #8 – Software Licensing 52,000

**Construction**

Purchase Request #9 – South Campus Field Lights 649,000

**TOTAL OF ALL PURCHASE REQUESTS** **\$1,975,465**

**GRAND TOTAL:** **\$3,432,915**  
**\$553,350**

**Motion carried.**

**Yeas:** Wilson, Mims, Wheeler, Slovacek, Meador

**Nays:** None

The meeting adjourned at 8:10 p. m.



Chair



Secretary

Date Approved: December 4, 2008

San Jacinto College District  
Board Workshop Minutes  
November 3, 2008

The Board of Trustees of the San Jacinto Community College District met at 5:00 p.m., Monday, November 3, 2008, in Room 201 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas for a Board Workshop.

Present: Marie Flickinger, Chair  
Dan Mims, Vice Chair  
Ben Meador, Secretary  
Larry Wilson, Assistant Secretary  
Wayne Slovacek  
Ruede Wheeler

Others Present:

Bill Lindemann  
Brenda Hellyer  
Ron Rucker  
Ken Lynn  
Neil Matkin  
Allatia Harris  
Maureen Murphy  
Teri Fowle  
Brenda Dunaway

I. Performance Management Update

Ben Meador gave an overview of the Performance Management Board Task Force Meeting held on October 21, 2008 – stating from that meeting, the question as to why the need for the long timeline to implement performance management was asked. In order to present this information to the full Board – Steve Trncak was asked to give an update at tonight's dinner meeting:

Consultant Steve Trncak reviewed the Executive Summary/Recommendations from the Board Workshop on May 21, 2008.

Three phase implementation for all **non-teaching positions**:

- Phase 1 – IPP development for all non-teaching positions
- Phase 2 – Performance Evaluation
- Phase 3 – Differentiated Compensation

Recommendations

- IPP completion date – October 31, 2008
- Evaluation based on IPP (COLA based) – July 2009
- Differentiated pay – phased in FY 2009/2010 (July 2010)

Steve Trncak presented the following Performance Management Cycle Tracks and explained why there is such a long timeline:

### **Non-Teaching Positions**

IPP's for all non-teaching positions are in place – October 31, 2008.

Evaluation based on IPP (this evaluation is a pilot and not tied to differentiated pay, but anchored in COLA) – July 2009.

IPP's for 2009-2010 year completed – September 2009.

Evaluation based on IPP for 2009-2010 is anchored to differentiated merit pay – July 2010.

### **Executive Compensation Program (EMT)**

IPP's for all EMT members are in place – October 31, 2008.

Performance evaluation anchored to COLA and deferred compensation completed – May 2009.

IPP's for 2009-2010 in place by September 2009.

Performance evaluation anchored to differentiated pay – July 2010.

### **Faculty Positions**

Criteria for faculty IPP's and evaluation will be developed to support the teaching and learning performance expectations for San Jacinto College – September 2, 2008-May 31, 2009.

IPP's for all faculty in place by – October 2009.

Pilot evaluation not tied to differentiated pay but to COLA – May 2010.

IPP's for all faculty for 2010-2011 fiscal year in place – August 2010.

Evaluation based on IPP's for 2010-2011 and tied to differentiated pay – May 2011.

Dr. Lindemann stressed that all of the above will be tied to the student success initiatives.

Laurel Williamson, working through the Board Education/Technology Committee will keep the Board updated on the faculty piece.

Dr. Lindemann asked each Board member if they supported the timeline -- raises next year will not be tied to Performance Management.

Larry Wilson asked when, who and how the monetary determination will be made.

Answer – the EMT will bring recommendations to the Board that will not exceed budget dollars.

Dan Mims – we all wish the process could happen sooner – but want it done and done right.

Marie Flickinger – agreed.

Ben Meador – Once this is in place – the College will see benefits.

All agreed to the above timeline.

## II. Changing of Dates

1. December Board Meeting will be held on Thursday, December 4 (because of Texas Higher Ed Coordinating Board Meeting in Austin on December 1-2).
2. Adding Monday, December 22 to the approved holidays for twelve-month Employees – on the agenda for approval at tonight's meeting.

## III. Athletic Fields

Ron Rucker and Frank Rizzo gave an overview of where we are. The Building Committee decided to spend the dollars for improving the athletic fields in phases, but to still do tournament quality fields. Do the essentials now – go forward with lighting – taking care of student safety issues. Look at our economy in the next six months. Ron Rucker will keep the Board Building Committee updated, and will have another update with the full Board in February.

## IV. Other

Question from Ruede Wheeler regarding funds for NASA, HBCU, Maritime, and contractors, etc.

Larry Wilson questioned Bob Brinly's role. Dr. Lindemann explained he is a consultant hired to connect us more closely with EHCMA and the advanced training center.

Susan Muha and Bob Brinly will give a report at the December Board dinner meeting on the above two issues.

The meeting adjourned at 6:50 p.m. with no action taken.



Chair



Secretary

Date Approved: December 4, 2008