

ITEM "A"
REGULAR BOARD MEETING, September 8, 2008

RECOMMENDATION

Recommend Board approval of the minutes for August 11, 2008, Regular Board Meeting; and, August 25, 2008, Special Meeting, Board Workshop and Special Board Meeting.

SAN JACINTO COLLEGE DISTRICT
BOARD MEETING MINUTES
August 11, 2008

The Board of Trustees of the San Jacinto Community College District met at 7:00 p.m., Monday, August 11, 2008, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas for the Regular Board Meeting.

Members Marie Flickinger, Chair
Present: Dan Mims, Vice Chair
Ben Meador, Secretary
Larry Wilson, Assistant Secretary
J. D. Bruce
Wayne Slovacek
Dr. Ruede Wheeler

Administrators: Bill Lindemann
Brenda Hellyer
James Fowler
Ron Rucker
Ken Lynn
Laurel Williamson
Neil Matkin
Allatia Harris
Maureen Murphy
Teri Fowle

Others Present: Lela Bruce Zana Thompson Ray Thompson
Randy Bruce Jennifer Bruce Corey Thompson
Melissa Webber James Webber Grayson Webber
Tracy Frederick Troy Frederick Caroline Frederick
Levi Smallwood Mayor Isbell John Phelps
Jackie Lindemann Charlcya Wheeler Cindy Rucker
Clarence Greer David McGibben Catherine O'Brien
Deanna Robinson Niki Whiteside Linda Torres
Kelly Simons Allison Hennessey Steve Horton
Brook Zemel Wayne Hall Teri Fowle Amanda Booren Barbara Taplin Nancy McShane
Hannah McCue Bill Raffetto Gary Friery Bill Mattei Jason Chan Kathy Roosa
Keith Hudson Larry Logsdon Rob Stanicic
Lt. Baxter Brenda Dunaway Danny Snooks
Ginger Lambert Richard Bailey Bill Dickerson

Sallie K. Janes Carol Schwing George González
Rebecca Goosen

Chair Marie Flickinger called the regular meeting of the Board of Trustees to order. The invocation was given by Allatia Harris and the pledge was led by Neil Matkin.

Special Recognitions Mayor Isbell presented trustee J.D. Bruce with a Proclamation naming August 11, 2008 as J. D. Bruce Day in Pasadena, Texas in recognition of his many years of service to the citizens of Pasadena. Mr. Bruce retired from the San Jacinto College Board of Trustees, effective August 11, 2008.

Board Chair, Marie Flickinger, presented J. D. Bruce a framed Resolution naming him Trustee Emeritus.

Chancellor Bill Lindemann recognized and thanked Mr. Bruce for his many years of service and dedication to San Jacinto College.

Mr. Bruce's daughter, Zana Thompson, spoke on his behalf and thanked everyone for their support and friendship of her father.

There was a brief reception in the lobby in honor of J. D. Bruce's retirement.

Achieving the

Dream Presentations George González gave an Institutional Outcomes Report on *Internal Support Services*: Ensure public accountability of the College's use of resources. Strengthen the College's process for evaluating, maintaining and upgrading of existing facilities and determining the need for new facilities and infrastructures to support all College-wide teaching and learning.

Communications: Thank you from Margie Greer, Becky Turner and Catherine Gragg for flowers sent in memory of their loved ones.

Thank you from the family of Jim Fonteno for flowers sent in his memory.

Thank you from Devera Allen for a plant sent to her after recent surgery.

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 7999 Amendment to the 2007-2008 Budget Motion was made by Wayne Slovacek, seconded by Ben Meador, to approve an amendment to the 2007-2008 budget for restricted revenue and expenses relating to federal and state grants.

Motion carried.

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

Nays: None.

Motion 8000 MOU Between and UT Permian Basin Motion was made by Larry Wilson, seconded by Dan Mims, to Memorandum of Understanding between San Jacinto Community College District and University of Texas of the Permian Basin (Seamless Student Transfer) SST program.

Motion carried.

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

Nays: None

**Motion 8001
Issuance of
Limited Tax
General Obligation
Bonds, Series 2008**

Motion was made by Ruede Wheeler, seconded by Dan Mims, to approve adopting an order authorizing the issuance of San Jacinto Community College District Limited Tax General Obligation Bonds, Series 2008; authorizing the Vice Chancellor of Fiscal Affairs to approve the amount, the interest rate, price and terms thereof and certain other procedures and provisions related thereto.

Motion carried.

Yeas:

Wilson, Mims, Wheeler, Slovacek, Bruce, Meador

Nays:

None

**Motion 8002
Lease Agreement
Bay Plaza Office
Building in Clear
Lake**

Motion was made by Ruede Wheeler, seconded by Dan Mims, to approve the execution of a lease agreement for instructional space for classrooms/computer labs/conference room and testing center at the Bay Plaza Office Building in the Clear Lake area.

Motion carried.

Yeas:

Wilson, Mims, Wheeler, Slovacek, Bruce, Meador

Nays:

None

**Motion 8003
Amendment to the
2007-2008 Budget**

Motion was made by Ben Meador, seconded by J. D. Bruce, to approve an amendment to the 2007-2008 budget for restricted revenue and expenses relating to a reallocation of Employee Insurance Appropriations by ERS to the District.

Motion carried.

Yeas:

Bruce, Wilson, Wheeler, Slovacek, Mims, Meador

Nays:

None.

**Motion 8004
Contract with
Crosswind Ventures,
Inc., to Conduct
CIO Search**

Motion was made by Dan Mims, seconded by Larry Wilson, to approve a contract with Crosswind Ventures, Inc., to conduct a national search for the Chief Information Officer.

Motion carried.

Yeas:

Bruce, Wilson, Wheeler, Slovacek, Mims, Meador

Nays:

None.

**Motion 8005
Changes to Policy
VI-P: Policy on
Student Records**

Motion was made by Wayne Slovacek, seconded by J. D. Bruce, to approve changes to Policy VI-P: Policy on Student Records. These changes were presented for a first reading to the Board Policy Committee on July 7, 2008.

Motion carried.

Yeas:

Bruce, Wilson, Wheeler, Slovacek, Mims, Meador

Nays: None.

Motion 8006 Motion was made by Ruede Wheeler, seconded by Ben Meador,
Changes to Policy to approve changes to Policy VI-N: Policy for Students
VI-N: Policy for Appealing a Final Grade and accompanying guidelines.
Students Appealing These changes were presented for a first reading to the Board
A Final Grade Policy Committee on July 7, 2008.

Motion carried.

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

Nays: None.

Motion 8007 Motion was made by Wayne Slovacek, seconded by Larry Wilson,
Changes to Policy to approve changes to Policy VI-B-3c: Policy against Workplace
VI-B-3c: Policy Bullying. These changes were presented for a first reading to the
Against Workplace Board Policy Committee on July 7, 2008.
Bullying

Motion carried.

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

Nays: None.

Motion 8008 Motion was made by Dan Mims seconded by Ruede Wheeler, to
Consent Agenda approve the following consent agenda:

- A. Approval of the minutes for July 7, 2008 Regular Board Meeting.
- B. Approval of the 2007/2008 Budget Transfers.
- C. Approval of the personnel recommendations.
- D. Approval of Administrative and Professional Non-Faculty Contract Recommendations.
- E. Approval of the Affiliation Agreements.
- F. Approval of the next regular meeting – September 8, 2008.

Motion carried.

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

Nays: None

Motion 8009 Motion was made by Larry Wilson, seconded by Ben Meador, to approve
Bids t he following bids:

EQUIPMENT, SUPPLIES & SERVICES BIDS

District:

Property/Casualty Insurance \$1,621,412

Printing Services 600,000

Mailing Services 49,970

Stationary Materials 35,000

\$2,306,382

Campuses (Central and North)

Ultrasonic Flaw Detectors 60,000

\$60,000

TOTAL OF ALL BIDS \$2,366,382

**PURCHASE REQUEST,
SOLE SOURCE VENDORS,
COOPERATIVES, AND CONTRACT RENEWALS**

- Purchase Request #1 – Purchasing Cooperatives \$5,225,500
- Purchase Request #2 – Architectural/Engineering Services 1,550,000
- Purchase Request #3 – Lease Computers 1,500,000
- Purchase Request #4 – Media Advertising/Planning Consultant 1,000,000
- Purchase Request #5 – Telephone Services Renewal 600,000

Purchase Request #6 – Lan Walton Additional Funding 550,000
 Purchase Request #7 – Software License Renewal/Blackboard Support 400,000
 Purchase Request #8 – Mailing Services 300,000
 Purchase Request #9 – Training/Consulting Services for Banner 245,000
 Purchase Request #10 – Charter Bus Service 210,000
 Purchase Request #11 – Fuel 203,000
 Purchase Request #12 – Credit Card Merchant Services 200,000
 Purchase Request #13 – Library Digital Access 195,000
 Purchase Request #14 – Legal Services 180,000
 Purchase Request #15 – Banner Annual Maintenance 178,293
 Purchase Request #16 – COMPASS/ESL/WORKKEY Programs 150,000
 Purchase Request #17 – Elevator Service 150,000
 Purchase Request #18 – Publication Services 150,000
 Purchase Request #19 – Workers’ Compensation Insurance 116,419
 Purchase Request #20 - Asphalt Paving Services 110,000
 Purchase Request #21 - Leasing Agreement 85,000
 Purchase Request #22 - Backup Disk Storage 83,700
 Purchase Request #23 - Newspaper/Online Advertising 80,000
 Purchase Request #24 - Software 69,000
 Purchase Request #25 - College Branding Consultation 60,000
 Purchase Request #26 - CDW-G License Renewal 56,000
 Purchase Request #27 - Server Management Renewal 55,500
 Purchase Request #28 - Cosmetology Equipment/Supplies 55,000
 Purchase Request #29 - Membership Dues 55,000
 Purchase Request #30 - Identity Management Implementation 54,000
 Purchase Request #31 - Software Maintenance 53,500
 Purchase Request #32 - Audit Services 50,000
 Purchase Request #33 - Architectural Drawings 50,000
 Purchase Request #34 - Smarthinking Additional Funds 50,000
 Purchase Request #35 - Identity Management Software 43,223
 Purchase Request #36 - Automotive Training Equipment 42,686
 Purchase Request #37 - Annual Maintenance Renewal 36,180
 Purchase Request #38 - Professional Services 35,155
 Purchase Request #39 - Cosmetology Equipment/Supplies 35,000
 Purchase Request #40 - Axiom Software Maintenance 33,000
 Purchase Request #41 - Technical/Maintenance Support 30,190
 Purchase Request #42 - Architectural/Engineering/Consulting Additional Funds 30,000
 Purchase Request #43 - Annual Maintenance 26,000
 Purchase Request #44 - Software 26,000
 Purchase Request #45 - Depository/Investment Services 25,000
TOTAL OF PURCHASE REQUESTS GRAND TOTAL \$14,432,346
GRAND TOTAL: \$16,798,728

Motion carried.

Yeas: Flickinger, Wilson, Mims, Wheeler, Slovacek, Bruce, Meador
Nays: None

The meeting adjourned to executive session at 8:00 p.m. for the following:

A. Discussion of Chancellor's Performance Review

B. Discussion of Possible process for appointing new board member due to the resignation of J. Bruce.

The meeting reconvened in open session at 8:45 p. m. with no action taken.

SAN JACINTO COLLEGE DISTRICT
SPECIAL BOARD MEETING
August 25, 2008

The Board of Trustees of the San Jacinto Community College District met at 5:30 p.m., Monday, August 25, 2008, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

Present: Marie Flickinger, Chair
Dan Mims, Vice Chair
Ben Meador, Secretary
Larry Wilson, Assistant Secretary
Wayne Slovacek
Dr. Ruede Wheeler
Bill Lindemann
Brenda Dunaway

Chair Marie Flickinger called the meeting to order.

The meeting adjourned to executive session for the following:

A. Discussion of Chancellor's Contract

The meeting reconvened in open session at 6:20 p. m. with no action taken.
The meeting adjourned at 6:21 p.m.

SAN JACINTO COLLEGE DISTRICT
BOARD WORKSHOP
August 25, 2008

The Board of Trustees of the San Jacinto Community College District met at 6:30 p.m., Monday, August 25, 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
Dr. Ruede Wheeler
Bill Lindemann
Brenda Hellyer
James Fowler
Ron Rucker
Ken Lynn
Laurel Williamson
Neil Matkin
Allatia Harris
Maureen Murphy
Teri Fowle
Danny Snooks

Vice Chancellor of Fiscal Affairs Ken Lynn presented the proposed 2008-2009 Budget to be approved at the 7 p.m. Board Meeting.

Chancellor Bill Lindemann presented the following justification for the 4.5% COLA raise being recommended for approval at the 7 p.m. meeting.

- 1) June 2008 Consumer Price Index for the Houston-Galveston-Brazoria, Texas area which shows a total price increase of 4.9 percent.
- 2) A survey of the raises Texas community colleges are giving their employees (showing that this recommendation is in line).
- 3) Last year's increase helped the College to catch up to many competitors in the area; however, this increase is necessary so that our salaries do not fall behind.

Board members Ruede Wheeler and Larry Wilson both voiced concerns about giving an across the board raise.

Chancellor Lindemann reminded the Board that, at the May 21 Board Workshop, information on Performance Management was presented. This presentation stated that until PM could be implemented, a cost of living raise would be recommended to the Board for approval. The Chancellor committed that once PM is implemented, across the board raises would not be recommended for approval. Raises will be based on performance. The meeting adjourned at 6:55 p.m. with no action taken.

SAN JACINTO COLLEGE DISTRICT
SPECIAL BOARD MEETING
August 25, 2008

The Board of Trustees of the San Jacinto Community College District met at 7:00 p.m., Monday, August 25, 2008, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas for a Special Board Meeting.

Present: Marie Flickinger, Chair
Dan Mims, Vice Chair
Ben Meador, Secretary
Larry Wilson, Assistant Secretary
Wayne Slovacek
Dr. Ruede Wheeler
Bill Lindemann
Anita Dewease
Shanna Dement
Brenda Hellyer
Larry Logsdon
Bill Dickerson
James Fowler
Danny Snooks
Kelly Simons
Ron Rucker
James Braswell
Hannah McCue
Ken Lynn
Carol Schwing
Nicole Darland
Neil Matkin
Allison Hennessey
Brenda Dunaway
Allatia Harris
Maureen Murphy
Teri Fowle

Chair Marie Flickinger called the special meeting of the Board of Trustees to order. The invocation was given by Brenda Hellyer and the pledge was led by Ben Meador.

Motion 8010 Motion was made by Larry Wilson, seconded by Ben Meador,
Approval of to approve the proposed 2008-2009 Budget for the
2008-2009 Budget San Jacinto Community College District.

Motion carried.

Yeas: Wilson, Wheeler, Slovacek, Mims, Meador

Nays: None.

Motion 8011 Motion was made by Ben Meador, seconded by Wayne Slovacek,
4.5% COLA to approve the proposed 4.5% cost of living increase (COLA) for all
Increase full- time benefited employees as of September 1, 2008, excluding the
 Presidents, Vice Chancellor of Fiscal Affairs and the Vice Chancellor of

Instructional Programs & Services, whose salaries will stay at the current rate.

Board members made the following statements:

Larry Wilson "I do not believe in across-the-board raises. It is not equitable for an employee making \$100,000 to get the same percentage raise as those making less."

Ruede Wheeler "I agree with Larry Wilson."

Ben Meador "I agree, but until performance management is implemented, a cost of living raise is fair."

Wayne Slovacek "Agrees with the COLA being recommended by the Chancellor."

Dan Mims "Agreed with Ben Meador – must allow time to implement PM before raises can be determined by performance."

Marie Flickinger From these statements, employees should understand that we expect performance management to be implemented according to the schedule. The leadership of the College has fully committed to make this happen.

Motion carried.

Yeas: Slovacek, Mims, Meador

Nays: Wilson and Wheeler

Motion 8012 Amendment To 403(b) Plan Motion was made by Dan Mims, seconded by Wayne Slovacek, to approve the amendment to the San Jacinto College Executive 403(b) Plan for key administrative personnel of the San Jacinto College District.

Motion carried.

Yeas: Wilson, Wheeler, Slovacek, Mims, Meador

Nays: None.

Motion 8013 2008-2009 Salary Schedules, Part-Time Hourly Pay, Market Premiums And Stipends Motion was made by Ben Meador, seconded by Ruede Wheeler, to approve the 2008-2009 Salary Schedules, part-time hourly rates of pay, market premiums and stipends.

Motion carried.

Yeas: Wilson, Wheeler, Slovacek, Mims, Meador

Nays: None.

Motion 8014 Personnel Recommendations Motion was made by Dan Mims, seconded by Wayne Slovacek, to approve the personnel recommendations as presented.

Motion carried.

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Yeas: Wilson, Wheeler, Slovacek, Mims, Meador

Nays: None.

Motion 8015 Motion was made by Wayne Slovacek, seconded by Larry Wilson,
Acceptance of to approve the resignation letter from Trustee, J. D. Bruce, effective
JD Bruce August 11, 2008.
Resignation

Motion carried.

Yeas: Wilson, Wheeler, Slovacek, Mims, Meador

Nays: None.

Chair Marie Flickinger stated that the Board has opted to not fill this position and let the voters decide at the May 2009 Election.

Motion 8016 Motion was made by Ruede Wheeler, seconded by Dan Mims,
Addendum to to approve the Chancellor's Contract as recommended by the
Chancellor's Board Budget and Audit Committee.
Contract

Motion carried.

Yeas: Wilson, Wheeler, Slovacek, Mims, Meador

Nays: None.

The meeting adjourned at 7:45 p.m.

Date Approved: October 6, 2008