

**San Jacinto College District Board Workshop  
April 2, 2018  
District Administration Building, Suite 201**

**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> Lisa Brown (Thompson & Horton), Mandi Reiland, Steve Trncak, 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 5:17 p.m.
<b>II.</b>	<b>Roll Call of Board Members</b>	Marie Flickinger, Erica Davis Rouse (arrived during executive session), 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, 551.074 and 551.072 of the Texas Open Meetings Act, for the following purposes: Legal Matters, Personnel Matters, &amp; Real Estate</b>	Adjourned to closed session at 5:18 p.m.  <ul style="list-style-type: none"> <li>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. Lisa Brown, Steve Trncak, Teri Zamora, and Mandi Reiland were present for this discussion.</li> <li>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. Lisa Brown, Mandi Reiland, Steve Trncak, and Teri Zamora were present for this discussion.</li> <li>a. Real Estate - For the purpose of discussing the purchase, exchange, lease or value of real property. Mandi Reiland and Teri Zamora were present for this discussion.</li> </ul>
<b>IV.</b>	<b>Reconvene in Open Meeting</b>	Reconvened in open meeting at 5:58 p.m.

<p><b>V.</b></p>	<p><b>Update on TACC Legislative Agenda</b></p>	<p>Brenda Hellyer provided an update on the Texas Association of Community College (TACC) legislative agenda. She explained that they are still finalizing the priorities but currently are as follows:</p> <ul style="list-style-type: none"> <li>- Increase Student Success Points funding</li> <li>- Increase in contact hour funding for inflation</li> <li>- Maintain current level of core funding</li> <li>- Address policy issues regarding Dual Credit</li> <li>- Support for workforce needs (i.e. equipment for programs, grants, etc.)</li> <li>- Develop plan for Small Business Development Centers across the State</li> </ul> <p>The TACC ask is meant to align with the Texas Higher Education Coordinating Board’s (THECB) request. Commissioner Parades with THECB is asking for \$215/student success point which is what was asked for last session as well. Overall, there have been positive responses to the ask.</p> <p>Brenda stated that she would be sending out a letter for JACC-PAC soon to begin collecting contributions.</p> <p>Larry asked about dual credit versus non dual credit performance. Brenda stated that TACC and THECB have been working with the University of Texas and RAND on state-wide analysis. Part of the TACC analysis will also include a goal for high school students earning 12 hours of dual credit before high school graduation. Dual credit is considered an important part of the THECB’s 60x30TX plan.</p> <p>Members discussed dual credit and the various components of the programs.</p> <p>Brenda stated that there is a program starting at Deer Park that is similar to the Accelerated College Education (ACE) program model at La Porte. There will be 48 students in this new program.</p>
<p><b>VI.</b></p>	<p><b>Review Board of Trustees Institute Call to Action</b></p>	<p>John Moon, Jr. provided an overview of the Commitment to Action from the Board of Trustees Institute (BOTI) that took place in March 2018. He explained that we need to review how and what is reported to the Board and determine additional areas members are interested in</p>

		<p>receiving information on. Specifically, we should consider K-12, Transfer, Workforce, and community based Board engagement. Also, it is proposed that the College’s Board schedule a dinner with our school district superintendents and their Board members to address current and future partnerships. Another area of information that the Board should be reviewing is diversity of employees and the breakdown of enrollment and programs by ethnicity, economically disadvantaged, etc.</p> <p>John explained that after the Board reviews all of this additional data, a new strategic plan for 2019-2023 should be developed. He also explained that the Board needs to better understand and develop fiscal sustainability through analysis of programs to understand the alignment with our strategic goals. Additionally, the College should develop a revenue and fee strategy and analyze expense and debt strategies.</p> <p>Erica Davis Rouse stated that the Institute provided her with more tangible questions to ask as a new person. She received various new data points and thought the rest of the Board would be interested in this same data. For example, she is interested in understanding the student experience data through CCSSE and SENSE. She also explained that the strategic plan should be a living document and we should tie everything back to the plan, including the College’s approach on equity. She also mentioned that we should develop and analyze fee schedules based on future earning potential of specific programs. Overall, the Institute was beneficial and provided her with new ways to look at what we are doing at San Jacinto College.</p> <p>Brenda stated that Dr. Belle Wheelan was at the BOTI and presented new standards for the SACSCOC Reaffirmation process. A Board self-evaluation and the explanation of the process in the bylaws is now required. The bylaws will need to be revised for this change. She will also bring back examples of the self-evaluations for the Board to consider. Brenda reiterated what John and Erica said about the data and reports that the Board needs to be reviewing, as well as the dinner with the school districts. She will work on scheduling a dinner and provide a modified schedule for data reports.</p>
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<b>VII.</b>	<b>Review Draft of 2018-2019 Annual Priorities</b>	<p>Brenda Hellyer provided an overview of each proposed annual priority. She explained that the Strategic Leadership Team (SLT) had a retreat to develop the 2018-2019 annual priorities.</p> <ul style="list-style-type: none"> <li>• Pathways Design and Implementation</li> <li>• Institutional Effectiveness</li> <li>• Fiscal Sustainability and Forecast Models</li> <li>• Bond Programs</li> <li>• Talent and Organizational Development</li> <li>• Positioning for the Future</li> </ul> <p>Brenda explained that these annual priorities align very well with the work that came out of the BOTI’s Call to Action. The goal is to bring these to the Board for approval in May. She explained the changed format for the Chancellor’s sessions at College Community Day in February. The feedback from the College Community Day Review Council may slightly effect the annual priorities and the actions for next year. The council is providing a report to the Chancellor later in April or May.</p> <p>Brenda explained that one of the big work items from the BOTI Call to Action was the development of a new strategic plan.</p>
<b>VIII.</b>	<b>Review of Calendar</b>	Brenda reviewed the calendar with the Board.
<b>IX.</b>	<b>General Discussion of Meeting Items</b>	<p>Brenda asked the members if there were any additional items for discussion.</p> <p>Erica asked how we determine lab and incidental fees. Brenda explained that the Deans Council, which is led by Provost Van Wigginton reviews, analyzes, and revises the fees as needed.</p>
<b>X.</b>	<b>Adjournment</b>	Workshop adjourned at 6:34 p.m.