

**San Jacinto College District  
Regular Board Meeting Minutes**

**April 4, 2022**

**The Board of Trustees of the San Jacinto Community College District met at 7:00 p.m., Monday, April 4, 2022, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas for a regular Board Meeting.**

**Board of Trustees:** Erica Davis Rouse, Assistant Secretary  
Marie Flickinger, Chair  
Dan Mims  
John Moon, Jr., Vice Chair  
Keith Sinor, Secretary  
Dr. Ruede Wheeler  
Larry Wilson

**Chancellor:** Brenda Hellyer

**Others Present:**

Samantha Bartz	Ariyel Johnson	Jennifer Salter
Greg Bartz	Matt Keim	Kevin Satterwhite
Jordyn Bergland	Aaron Knight	Tammy Satterwhite
Teri Crawford	Li Koan	Kevin Satterwhite
Lillie Crow	Ann Kokx-Templett	JT Satterwhite
Joe Debillis	Patrick Lacy	Steven Skeelee
Suzanne DeBlanc	Judy Maima	Danny Snooks
Kim DeLauro	Brittany Miklis	Shannon Solis
Destry Dokes	Dillon Miller	Lana Tran
Annie Forte	Kevin Morris	Trish Weisburg
Jennifer Freyaldenhoven	Courtney Morris	Eddie Weller
Tony Gamage	Mindy Murray	Van Wigginton
Mark Gatewood	Robert Murray	Jamie Williams
Sharada Gollapudi	Saad Nadeem	Laurel Williamson
Connie Gomez	Benn Newman	Muhammad Zain
Rebecca Goosen	Lambrini Nicopoulos	Nancy Zamora
Abbie Grubb	Alexander Okwonna	Juan C. Zamora
Madhu Gyawali	Chuck Oldaker	Joanna Zimmermann
Gita Gyawali	Marie Perrett	
Kevin Hale	Sandra Ramirez	
Allatia Harris	Mandi Reiland	
Asia Hawkins	Sherilyn Reynolds	
Bo Hopper	Kristin Ridlehoover	
Carin Hutchins	Shelley Rinehart	
Robert Jeter III	Eddy Ruiz	

<b>Call the Meeting to order:</b>	Chair Flickinger called the Regular Meeting of the Board of Trustees to order at 7:01 p.m.
<b>Roll Call of Board Members:</b>	Chair Flickinger conducted a roll call of the Board members:  Erica Davis Rouse Marie Flickinger Dan Mims John Moon, Jr. Keith Sinor Dr. Ruede Wheeler Larry Wilson
<b>Invocation and Pledges to the Flags:</b>	The invocation was given by Alexander Okwonna. The pledges to the American flag and the Texas flag were led by Keith Sinor.
<b>Special Announcements, Recognitions, Introductions, and Presentations:</b>	<ol style="list-style-type: none"> <li>1. Teri Crawford recognized Service Wire for its donation. Trish Weisberg with Service Wire provided comments.</li> <li>2. Kevin Hale recognized the 2021-2022 Honoraria Recipients.</li> <li>3. Dr. Aaron Knight and Dr. Eddie Weller recognized students from the Honors Program.</li> <li>4. Dr. Aaron Knight and Jamie Williamson recognized the dance students.</li> </ol>
<b>Student Success Presentations:</b>	<ol style="list-style-type: none"> <li>1. The student success presentation, Holistic KPI Dashboard Update (through Lens of Equity), was presented by George González.</li> </ol>
<b>Communications to the Board:</b>	<p>The following items were reviewed and distributed to the Board as communication items.</p> <ol style="list-style-type: none"> <li>1. A thank you was sent to the Board by Teri Crawford for the plant sent in memory of her father-in-law.</li> <li>2. April Opportunity News</li> </ol>
<b>Public Comment:</b>	<p>There was one citizen that signed up to speak before the Board:</p> <ol style="list-style-type: none"> <li>1. Robert Jeter III</li> </ol> <p>Mandi Reiland read the parameters for public comment. Dr. Hellyer confirmed the topics that were indicated by Mr. Jeter on the public comment request form. Mr. Jeter confirmed his presentation contained complaints about a specific employee.</p>
<b>Closed Session:</b>	Comments regarding matters concerning a complaint or charge against a College employee or Trustee will be heard in closed session unless the individual who is the subject of the charge or complaint requests a public hearing.

Adjournment to closed or executive session pursuant to Texas Government Code Section 551.074, the Texas Open Meetings Act, for the following purposes:

Personnel Matters - Deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear a complaint or charge against a public officer or employee.

The Board of Trustees moved to closed session at 7:47 p.m.

**Reconvene to Open Meeting:**

The Board of Trustees reconvened to the open meeting at 7:53 p.m.

**Informative Reports:**

Chair Flickinger. indicated such reports were available in the Board documents and online.

- A. San Jacinto College Financial Statements
  - a. San Jacinto College Financial Statements February 2022
  - b. San Jacinto College Monthly Investment Report February 2022
  - c. San Jacinto College Quarterly Investment Report December 2021 – February 2022
- B. San Jacinto College Foundation Financial Statements
- C. Capital Improvement Program
- D. San Jacinto College Board Building Committee Minutes
- E. San Jacinto College Board Finance Committee Minutes

**Motion 10186  
Consideration of  
Approval of  
Amendment to the  
2021-2022 Budget for  
Restricted Revenue  
and Expenses  
Relating to Federal  
and State Grants**

Motion was made by Larry Wilson, seconded by Keith Sinor, for approval of Amendment to the 2021-2022 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants.

Motion Carried.

Yeas: Davis Rouse, Mims, Moon, Sinor, Wheeler, Wilson  
Nays: None

**Motion 10187  
Consideration of  
Rescission of Policy  
IV-E-4 Solicitation of  
Business of Optional  
Retirement and Tax-  
Sheltered Annuities  
Representatives –  
Second Reading**

Motion was made by Dr. Ruede Wheeler, seconded by John Moon, Jr., for approval of rescission of Policy IV-E-4 Solicitation of Business of Optional Retirement and Tax-Sheltered Annuities Representatives – Second Reading.

Motion Carried.

Yeas: Davis Rouse, Mims, Moon, Sinor, Wheeler, Wilson  
Nays: None

**Motion 10188**  
**Consideration of**  
**Approval of Policy**  
**IV.4000.M,**  
**Retirement Plan for**  
**Full-time Employees**  
**– Second Reading**

Motion was made by Dan Mims, seconded by Erica Davis Rouse, for approval of Policy IV.4000.M, Retirement Plan for Full-time Employees – Second Reading.

Motion Carried.

Yeas: Davis Rouse, Mims, Moon, Sinor, Wheeler, Wilson  
Nays: None

**Motion 10189**  
**Consideration of**  
**Approval of Policy**  
**IV.4003.E, Employee**  
**Referral Program –**  
**Second Reading**

Motion was made by John Moon, Jr., seconded by Larry Wilson, for approval of Policy IV.4003.E, Employee Referral Program – Second Reading.

Motion Carried.

Yeas: Davis Rouse, Mims, Moon, Sinor, Wheeler, Wilson  
Nays: None

**Motion 10190**  
**Consideration of**  
**Approval of**  
**Memorandum of**  
**Understanding with**  
**Friendswood ISD for**  
**Dual Credit**

Motion was made by Dr. Ruede Wheeler, seconded by Larry Wilson, for approval of Memorandum of Understanding with Friendswood ISD for Dual Credit.

Motion Carried.

Yeas: Davis Rouse, Mims, Moon, Sinor, Wheeler, Wilson  
Nays: None

**Motion 10191**  
**Consideration of**  
**Approval of**  
**Interlocal**  
**Participation**  
**Agreement with**  
**Texas Association of**  
**School Boards Risk**  
**Management Fund**

Motion was made by Keith Sinor, seconded by John Moon, Jr., for approval of Interlocal Participation Agreement with Texas Association of School Boards Risk Management Fund.

Motion Carried.

Yeas: Davis Rouse, Mims, Moon, Sinor, Wheeler, Wilson  
Nays: None

**Motion 10192**  
**Consideration of**  
**Approval to Grant**  
**Maintenance**  
**Easement**

Motion was made by Dan Mims, seconded by Erica Davis Rouse, for approval to Grant Maintenance Easement.

Motion Carried.

Yeas: Davis Rouse, Mims, Moon, Sinor, Wheeler, Wilson  
Nays: None

**Motion 10193  
Consideration of  
Program Closure,  
Interior Design**

Motion was made by John Moon, Jr., seconded by Keith Sinor, for approval of Program Closure, Interior Design.

Motion Carried.

Yeas: Davis Rouse, Mims, Moon, Sinor, Wheeler, Wilson  
Nays: None

**Motion 10194  
Consideration of  
Purchasing Requests**

Motion was made by Dan Mims, seconded by Erica Davis Rouse, for approval of the purchasing requests.

Purchase Request #1	
Contract for Interior LED Lighting Retrofit Project	\$507,537
Purchase Request #2	
Contract for Roof Replacements, S7 & S9	2,215,000
Purchase Request #3	
Additional Funds for Civil Engineering Services	62,000
Purchase Request #4	
Purchase Property Insurance	3,598,010
Purchase Request #5	
Purchase Casualty Insurance	344,954
Purchase Request #6	
Purchase IT Asset Management System	435,296
Purchase Request #7	
Contract for Online Faculty Development Program	430,000
Purchase Request #8	
Purchase Simulation Lab Software and Equipment	236,250
Purchase Request #9	
Renew Contract for Parking Lot Paving and Striping Services	200,000
Purchase Request #10	
Additional Funds for Legal Services	150,000
Purchase Request #11	
Purchase Graduation Event License	100,000
Purchase Request #12	
Additional Funds for Media Buying and Placement Services	250,000
Purchase Request #13	

Amend the Contract for Collection of Delinquent Ad Valorem Taxes

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TOTAL OF PURCHASE REQUESTS

\$8,529,047

Motion Carried.

Yeas: Davis Rouse, Mims, Moon, Sinor, Wheeler, Wilson

Nays: None

**Motion 10195  
Consent Agenda**

Motion was made by Dr. Ruede Wheeler, seconded by Larry Wilson, to approve the consent agenda.

- A. Approval of the Minutes for the March 7, 2022, Workshop and Regular Board Meeting
- B. Approval of the Budget Transfers
- C. Approval of Personnel Recommendations, 2021-2022 Part-Time Hourly Rate Schedule, and 2021-2022 Stipends and Market Premiums
- D. Approval of the Affiliation Agreements
- E. Approval of the Next Regularly Scheduled Meeting on May 2, 2022

Motion Carried.

Yeas: Davis Rouse, Mims, Moon, Sinor, Wheeler, Wilson

Nays: None

**Items for Discussion/  
Possible Action**

There were no additional items discussed.

**Adjournment:**

Chair Marie Flickinger adjourned the meeting at 8:00 p.m.