

***Board of Trustees
Meeting***

April 3, 2023

**NOTICE OF MEETING
BOARD OF TRUSTEES
SAN JACINTO COMMUNITY COLLEGE DISTRICT**

The Board of Trustees of the San Jacinto Community College District will meet for a Board workshop at 5:30 p.m., Monday, April 3, 2023, in Room 201 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

The live-stream of this meeting can be accessed as follows:

www.sanjac.edu/board-meeting-videos

The open portions of this meeting will be recorded and made available to the public on the College's website.

**BOARD WORKSHOP
AGENDA**

- I. Call the Meeting to Order**
- II. Roll Call of Board Members**
- III. Adjournment to closed or executive session pursuant to Texas Government Code Section 551.071 and 551.074 of the Texas Open Meetings Act, for the following purposes:**
 - 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.
 - 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.
- IV. Reconvene in Open Meeting**
- V. Review of Insurance Renewals**
- VI. Update on May 2023 Board Election**
- VII. Update on Process for Revising Outside Employment Policy and Procedure**
- VIII. Update on State and Federal Legislative Sessions and the Texas Commission on Community College Finance**
- IX. Review of Calendar**
- X. General Discussion of Meeting Items**
 - a. Additional Purchasing Support Documents
- XI. Adjournment**

Additional Closed Session Authority

If, during the course of the meeting covered by this Notice, the Board should determine that a closed or executive meeting or session of the Board should be held or is required in relation to any items included in this Notice, then such closed or executive meeting or session as

authorized by Section 551.001 et seq. of the Texas Government Code (the Open Meetings Act) will be held by the Board at that date, hour and place given in this Notice or as soon after the commencement of the meeting covered by the Notice as the Board may conveniently meet in such closed or executive meeting or session concerning any and all subjects and for any and all purposes permitted by Sections 551.071, inclusive, of the Open Meetings Act, including, but not limited to:

Section 551.071 – For the purpose of a private consultation with the Board’s attorney on any or all subjects or matters authorized by law.

Section 551.072 – For the purpose of discussing the purchase, exchange, lease or value of real property.

Section 551.073 – For the purpose of considering a negotiated contract for a prospective gift or donation.

Section 551.074 – 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.

Section 551.076 – To consider the deployment, or specific occasions for implementation, of security personnel or devices.

Section 551.084 – For the purpose of excluding a witness or witnesses from a hearing during examination of another witness.

Section 551.087– To discuss or deliberate regarding commercial or financial information that the Board has received from a business prospect that the Board seeks or may seek to have locate, stay, or expand in or near the territory of the College and with which the Board is conducting economic development negotiations or to deliberate the offer of a financial or other incentive to such business prospect.

Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed or executive meeting or session, then such final action, final decision, or final vote shall be at either:

- A. The open meeting covered by this Notice upon the reconvening of the public meeting, or
- B. At a subsequent public meeting of the Board upon notice thereof, as the Board shall determine.

Certification as to Posting or Giving of Notice

On this day, March 31, 2023, this notice was posted to the College’s website, on a bulletin board located at a place convenient to the public at the administrative building of the San Jacinto Community College District, 4624 Fairmont Parkway, Pasadena, Texas, and is readily accessible to the public upon request.

Brenda Hellyer, Ed.D.

**NOTICE OF MEETING
BOARD OF TRUSTEES
SAN JACINTO COMMUNITY COLLEGE DISTRICT**

The Board of Trustees of the San Jacinto Community College District will meet for a regularly scheduled Board meeting at 7:00 p.m. on Monday, April 3, 2023, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

The live-stream of this meeting can be accessed as follows:

www.sanjac.edu/board-meeting-videos

An electronic copy of the agenda packet is available on the College’s website as follows:

www.sanjac.edu/board-meeting-agendas

Members of the public who desire to address the Board must comply with the following registration procedures:

A link to a public comments form is available at: www.sanjac.edu/request-speak-to-board

The form must be completed prior to 11:00 a.m. on April 3, 2023. After completion of the form, the requestor will be contacted with further instructions. Registered participants will be allotted five minutes to address the Board of Trustees during the “Public Comment” portion of the meeting. Discussion shall be addressed to the Board Chair and the entire membership of the Board. Discussion shall be limited solely to the matter indicated on the request form. Members of the Board of Trustees and/or administration may not comment or deliberate during a public comment period at the meeting except to state that the Chancellor or designee may follow-up, when appropriate.

The open portions of this meeting will be recorded and made available to the public on the College’s website.

Any questions regarding this meeting notice can be directed to Mandi Reiland, Manager of Executive Operations for the Chancellor and Board of Trustees at mandi.reiland@sjcd.edu.

**BOARD MEETING
AGENDA**

- I. Call the Meeting to Order**
- II. Roll Call of Board Members**
- III. Invocation and Pledge to the Flags**
- IV. Special Announcements, Recognitions, Introductions, and Presentations**

Recognition of the 2022-2023 Honoraria Recipients

Patricio Amezcua
Suzanne DeBlanc

Recognition of the See to Succeed Program

Alexander Okwonna

Recognition of the Honors Students for the Texas State Historical Association 127th Annual Meeting

Aaron Knight

V. Student Success Presentations

Financial Aid and Scholarships

Robert Cage
Earle Thomas

VI. Communications to the Board of Trustees

VII. Public Comment

VIII. Informative Reports to the Board

- A. San Jacinto College Financial Statements
 - a. San Jacinto College Monthly Financial Statements February 2023
 - b. San Jacinto College Monthly Investment Report February 2023
 - c. San Jacinto College Quarterly Investment Report December 2022 - February 2023
- B. San Jacinto College Foundation Financial Statements
- C. Capital Improvement Program
- D. San Jacinto College Finance Committee Minutes

ACTION ITEMS

IX. Consideration of Approval of Amendment to the 2022-2023 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants

X. Consideration of Adoption of a Resolution of Support for April 2023 as Community College Month as Designated by the Association of Community College Trustees

XI. Consideration of Approval of the 2023-2024 Annual Priorities

PURCHASING REQUESTS

XII. Consideration of Purchasing Requests

CONSENT AGENDA

XIII. Consent Agenda

(Any item placed on the consent agenda shall be removed and taken up as a separate matter, if so requested by any member of the Board, otherwise all items will be voted on with one (1) motion.)

- A. Approval of the Minutes for the March 6, 2023, Workshop and Regular Board Meeting**
- B. Approval of the Minutes for the March 10, 2023, Board Strategic Planning Retreat**
- C. Approval of the Budget Transfers**
- D. Approval of Personnel Recommendations, 2023-2024 Part-Time Hourly Rate Schedule, and Honorarium Payments**
- E. Approval of the Affiliation Agreements**
- F. Approval of the Next Regularly Scheduled Meeting**

XIV. Items for Discussion/Possible Action

(Items removed from the Consent Agenda or items discussed in closed session, will be considered at this time)

XV. Adjournment

Closed Session Authority

If, during the course of the meeting covered by this Notice, the Board should determine that a closed or executive meeting or session of the Board should be held or is required in relation to any items included in this Notice, then such closed or executive meeting or session as authorized by Section 551.001 et seq. of the Texas Government Code (the Open Meetings Act) will be held by the Board at that date, hour and place given in this Notice or as soon after the commencement of the meeting covered by the Notice as the Board may conveniently meet in such closed or executive meeting or session concerning any and all subjects and for any and all purposes permitted by Sections 551.071, inclusive, of the Open Meetings Act, including, but not limited to:

Section 551.071 – For the purpose of a private consultation with the Board’s attorney on any or all subjects or matters authorized by law.

Section 551.072 –For the purpose of discussing the purchase, exchange, lease or value of real property.

Section 551.073 – For the purpose of considering a negotiated contract for a prospective gift or donation.

Section 551.074 – 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.

Section 551.076 – To consider the deployment, or specific occasions for implementation, of security personnel or devices.

Section 551.084 – For the purpose of excluding a witness or witnesses from a hearing during examination of another witness.

Section 551.087 – To discuss or deliberate regarding commercial or financial information that the Board has received from a business prospect that the Board seeks or may seek to have locate, stay, or expand in or near the territory of the College and with which the Board is conducting economic development negotiations or to deliberate the offer of a financial or other incentive to such business prospect.

Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed or executive meeting or session, then such final action, final decision, or final vote shall be at either:

- A. The open meeting covered by this Notice upon the reconvening of the public meeting, or
- B. At a subsequent public meeting of the Board upon notice thereof, as the Board shall determine.

Certification as to Posting or Giving of Notice

On this day, March 31, 2023, this notice was posted to the College’s website, on a bulletin board located at a place convenient to the public at the administrative building of the San Jacinto Community College District, 4624 Fairmont Parkway, Pasadena, Texas, and is readily accessible to the public upon request.

Brenda Hellyer, Ed.D.

San Jacinto College Financial Statements
February 2023

San Jacinto Community College District
Statement of Net Position
February 28,

<u>Assets</u>	<u>2023</u>	<u>2022</u>
Current assets:		
Cash and cash equivalents	\$ 102,373,837	\$ 122,676,957
Investments	30,860,709	-
Accounts receivable - taxes	5,838,707	5,037,790
Accounts receivable	25,939,195	19,422,020
Deferred charges	1,227,638	1,020,949
Inventories	422,438	550,602
Total current assets	<u>166,662,524</u>	<u>148,708,318</u>
Noncurrent assets:		
Restricted cash and cash equivalents	89,735,997	117,923,551
Capital assets, net	715,547,909	711,301,620
Total noncurrent assets	<u>805,283,906</u>	<u>829,225,171</u>
Total assets	<u>971,946,430</u>	<u>977,933,489</u>
Deferred outflows of resources:		
Deferred outflow related to pensions	12,486,706	16,771,450
Deferred outflow related to OPEB	19,256,731	22,616,854
Deferred outflow related to defeased debt	5,014,498	6,012,901
Total deferred outflows of resources	<u>36,757,934</u>	<u>45,401,205</u>
<u>Liabilities</u>		
Current liabilities:		
Accounts payable	14,252,159	16,103,856
Accrued liabilities	771,642	1,206,282
Accrued compensable absences and deferred compensation	2,429,062	2,399,843
Deferred revenues	454,018	555,272
Total current liabilities	<u>17,906,880</u>	<u>20,265,253</u>
Noncurrent liabilities:		
Net pension liability	20,637,425	46,145,705
Net OPEB liability	112,279,723	103,762,700
Bonds and notes payable	658,465,251	671,943,716
Total noncurrent liabilities	<u>791,382,399</u>	<u>821,852,121</u>
Total liabilities	<u>809,289,279</u>	<u>842,117,374</u>
Deferred inflows of resources:		
Deferred inflows related to pensions	25,055,564	7,609,539
Deferred inflows related to OPEB	18,658,275	29,602,310
Deferred Inflows - Lease Receivable	1,382,492	2,451,580
Total deferred inflows of resources	<u>45,096,331</u>	<u>39,663,429</u>
<u>Net assets</u>		
Beginning of year - audited	79,147,476	73,919,642
Current year addition	75,171,277	67,634,249
Total net position	<u>\$ 154,318,754</u>	<u>\$ 141,553,891</u>

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes in Net Position
For the Six Months Ended February 28, 2023

11 Unrestricted Funds	Adjusted Budget	Actual	(50%)	% Actual to Adjusted Budget	PY YTD Actual	% of 8/31/22 Actual
Revenues						
State Appropriations	\$ 41,307,653	\$ 17,762,291		43.00%	\$ 17,762,293	43.00%
Local Taxes - Maintenance & Operations	79,500,000	76,079,102		95.70%	70,564,296	95.49%
Credit Tuition	63,600,000	51,520,291		81.01%	51,524,699	87.90%
Credit Exemptions & Waivers	(8,670,000)	(7,298,010)		84.18%	(7,148,209)	90.65%
Continuing Education						
CPET	525,000	424,700		80.90%	171,758	62.70%
Maritime Transportation	1,500,000	995,642		66.38%	686,216	44.87%
Continuing Professional Development (CPD)	6,000,000	2,678,099		44.63%	2,506,273	48.75%
Continuing Education Exemptions & Waivers	(72,000)	(14,120)		19.61%	(35,315)	79.23%
Bad Debt	(700,000)	(349,992)		50.00%	(350,627)	24.54%
Sales & Services	1,740,000	1,039,316		59.73%	752,642	34.35%
Insurance Proceeds - Winter Storm	-	-		-	62,437	143.71%
Investment Income	1,000,000	1,793,802		179.38%	33,994	6.24%
HEERF Lost Revenue	7,600,000	8,072,564		106.22%	8,073,603	-
Total Revenues	193,330,653	152,703,686		78.99%	144,604,059	81.77%
Expenditures						
Instruction	77,420,752	42,460,176		54.84%	39,996,927	54.35%
Public Service	24,119	3,418		14.17%	4,600	14.97%
Academic Support	18,414,577	8,022,051		43.56%	7,715,230	52.89%
Student Services	17,542,174	7,291,717		41.57%	7,028,407	46.61%
Institutional Support	50,500,273	23,152,325		45.85%	21,748,124	50.89%
Physical Plant	25,629,122	10,059,928		39.25%	8,800,085	41.45%
Winter Storm	-	-		-	62,437	22.00%
Total Expenditures	189,631,018	90,989,617		48.01%	85,355,809	50.95%
Transfers Among Funds						
Transfers In	-	-		-	-	-
Transfers Out	3,799,635	2,471,946		65.06%	89,442	-
Net Increase (Decrease) in Net Position	\$ -	\$ 59,242,123			\$ 59,158,807	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes in Net Position
For the Six Months Ended February 28, 2023

Federal Restricted Funds

	Adjusted Budget	Actual (50%)	% Actual to Adjusted Budget	PY YTD Actual	% of 8/31/22 Actual
Revenues					
Grants	\$ 81,165,920	\$ 46,860,593	57.73%	\$ 58,088,697	65.34%
Total Revenues	81,165,920	46,870,436	57.75%	58,088,697	65.34%
Expenditures					
Instruction	1,183,053	481,773	40.72%	327,465	40.09%
Public Service	360,122	104,286	28.96%	92,235	50.12%
Academic Support	11,616,704	2,574,191	22.16%	1,929,956	37.87%
Student Services	3,351,250	1,753,218	52.32%	961,493	34.47%
Institutional Support	16,137,091	11,068,785	68.59%	10,342,075	83.87%
Physical Plant	1,549,311	17,821	1.15%	-	-
Scholarships and Fellowships	46,968,389	30,870,362	65.73%	44,438,105	74.05%
Total Expenditures	81,165,920	46,870,437	57.75%	58,091,330	71.51%
Transfers Among Funds					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	\$ -	\$ -		\$ (2,632)	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes in Net Position
For the Six Months Ended February 28, 2023

State Restricted Funds	Adjusted Budget	Actual (50%)	% Actual to Adjusted Budget	PY YTD Actual	% of 8/31/22 Actual
Revenues					
State Paid Benefits	\$ 11,862,735	\$ 5,972,315	50.35%	\$ 5,834,785	55.78%
Grants	3,992,029	1,555,079	38.95%	2,101,950	82.22%
Total Revenues	15,854,764	7,527,394	47.48%	7,936,734	60.97%
Expenditures					
Instruction	6,965,943	3,241,455	46.53%	3,167,063	55.41%
Public Service	12,261	12,261	100.00%	12,223	45.86%
Academic Support	1,614,731	737,661	45.68%	655,981	49.55%
Student Services	1,503,121	844,333	56.17%	860,226	54.01%
Institutional Support	3,067,377	1,270,977	41.44%	1,260,918	59.57%
Physical Plant	11,910	-	-	-	-
Scholarships and Fellowships	2,679,422	1,420,708	53.02%	1,980,324	88.45%
Total Expenditures	15,854,765	7,527,394	47.48%	7,936,734	60.97%
Transfers Among Funds					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	\$ -	\$ -	\$ -	\$ -	\$ -

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes in Net Position
For the Six Months Ended February 28, 2023

Local Restricted Funds	Adjusted Budget	Actual (50%)	% Actual to Adjusted Budget	PY YTD Actual	% of 8/31/22 Actual
Revenues					
Grants	\$ 4,072,380	\$ 3,819,824	93.80%	\$ 2,849,388	84.04%
Total Revenues	4,072,380	3,819,824	93.80%	2,849,388	84.04%
Expenditures					
Instruction	20,264	-	0.00%	46,303	52.56%
Public Service	211,540	74,262	35.11%	89,871	48.81%
Academic Support	46,941	12,176	25.94%	318,997	69.46%
Student Services	51,600	7,432	14.40%	16,214	70.60%
Institutional Support	258,888	1,253	0.48%	6,068	18.46%
Physical Plant	250,000	-	-	-	-
Scholarships and Fellowships	3,762,983	3,797,810	100.93%	2,458,717	87.88%
Total Expenditures	4,602,215	3,892,933	84.59%	2,936,170	81.90%
Transfers Among Funds					
Transfers In	(529,835)	(73,421)	13.86%	(89,442)	45.90%
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	\$ -	\$ 312		\$ 2,660	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes in Net Position
For the Six Months Ended February 28, 2023

27 Texas Public Education Grant

	Adjusted Budget	Actual (50%)	% Actual to Adjusted Budget	PY YTD Actual	% of 8/31/22 Actual
Revenues					
Tuition - Credit & Non Credit	\$ 3,100,000	\$ 2,508,319	80.91%	\$ 2,462,666	85.91%
Total Revenues	3,100,000	2,508,319	80.91%	2,462,666	85.61%
Expenditures					
Scholarships and Fellowships	3,100,000	1,854,995	59.84%	2,496,176	75.25%
Total Expenditures	3,100,000	1,854,995	59.84%	2,496,176	75.25%
Transfers Among Funds					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	\$ -	\$ 653,324		\$ (33,510)	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes in Net Position
For the Six Months Ended February 28, 2023

28 Private Gifts and Donations

	Adjusted Budget	Actual (50%)	% Actual to Adjusted Budget	PY YTD Actual	% of 8/31/22 Actual
Revenues					
Sales & Services	\$ -	\$ -	-	\$ 1,734	6.63%
Total Revenues	-	-	-	1,734	6.63%
Expenditures					
Instruction	-	8,833	-	6,979	19.08%
Scholarships and Fellowships	-	-	-	-	-
Total Expenditures	-	8,833	-	6,979	19.08%
Transfers Among Funds					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	\$ -	\$ (8,833)		\$ (5,245)	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes in Net Position
For the Six Months Ended February 28, 2023

Auxiliary Enterprises

	Adjusted Budget	Actual (50%)	% Actual to Adjusted Budget	PY YTD Actual	% of 8/31/22 Actual
Revenues					
Auxiliary Services	\$ 2,850,000	\$ 1,378,931	48.38%	\$ 1,249,560	44.22%
Total Revenues	2,850,000	1,378,931	48.38%	1,249,560	44.22%
Expenditures					
Labor	575,270	308,832	53.68%	251,027	42.84%
Benefits	233,996	60,375	25.80%	53,770	44.23%
Supplies	546,974	290,664	53.14%	203,484	43.68%
Travel	169,452	68,848	40.63%	33,116	11.79%
Contracted Services	263,709	169,164	64.15%	109,895	46.23%
Utilities	200	-	-	-	-
Scholarships and Fellowships	1,010,857	789,175	78.07%	685,841	68.19%
Total Expenditures	2,800,458	1,687,058	60.24%	1,337,132	49.57%
Transfers Among Funds					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	\$ 49,542	\$ (308,128)		\$ (87,572)	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes in Net Position
For the Six Months Ended February 28, 2023

Fund 95 Retirement of Indebtedness

	Adjusted Budget	Actual (50%)	% Actual to Adjusted Budget	PY YTD Actual	% of 8/31/22 Actual
Revenues					
Local Taxes - Debt Service	\$ 37,780,067	\$ 36,138,730	95.66%	\$ 34,467,024	95.87%
Investment Income	-	89,299	-	2,789	5.24%
Total Revenues	37,780,067	36,228,029	95.89%	34,469,812	95.42%
Expenditures					
Institutional Support - Principal	18,530,600	15,155,000	81.78%	12,703,426	100.00%
Institutional Support - Interest	22,519,268	12,082,755	53.66%	14,607,561	59.37%
Total Expenditures	41,049,868	27,237,755	66.35%	27,310,987	73.21%
Transfers Among Funds					
Transfers In	(3,269,801)	(2,398,525)	73.35%	-	-
Transfers Out	-	-	-	-	-
Adjustment for Debt Principal Payment	(18,530,600)	(15,155,000)	81.78%	(12,703,426)	100.00%
Net Increase (Decrease) in Net Position	\$ 18,530,600	\$ 26,543,800		\$ 19,862,251	

¹ Per government accounting practices, capital purchases and principal payments included in the expenditure line items above are subsequently deducted from total year-to-date expenditures and reclassified as an increase or reduction to the appropriate asset or liability line item on the Statement of Net Position.

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes in Net Position
For the Six Months Ended February 28, 2023

Fund 97 Investment in Plant	Adjusted Budget	Actual (50%)	% Actual to Adjusted Budget	PYYTD Actual	% of 8/31/22 Actual
Expenditures					
Depreciation	\$ 26,800,000	\$ 13,674,886	51.03%	\$ 11,645,895	42.48%
Total Expenditures	26,800,000	13,674,886	51.03%	11,645,895	42.48%
Transfers Among Funds					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Adjustment for Capital Purchases 1	(3,991,314)	(1,176,321)	29.47%	(352,460)	8.58%
Net Increase (Decrease) in Net Position	\$ (22,808,686)	\$ (12,498,565)		\$ (11,299,434)	

1 Per government accounting practices, capital purchases and principal payments included in the expenditure line items above are subsequently deducted from total year-to-date expenditures and reclassified as an increase or reduction to the appropriate asset or liability line item on the Statement of Net Position.

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes in Net Position
For the Six Months Ended February 28, 2023

	Adjusted Budget	Actual	(50%)	% Actual to Adjusted Budget	PY YTD Actual	% of 8/31/22 Actual
Revenues						
State Appropriations	\$ 53,170,388	\$ 23,734,606		44.64%	\$ 23,597,078	45.58%
Local Taxes - Maintenance & Operations	79,500,000	76,079,102		95.70%	70,564,296	95.34%
Local Taxes - Debt Service	37,780,067	36,138,730		95.66%	34,467,024	95.91%
Credit Tuition	66,700,000	54,028,611		81.00%	53,987,365	87.81%
Credit Exemptions & Waivers	(8,670,000)	(7,298,010)		84.18%	(7,148,209)	90.65%
Continuing Education						
CPEIT	525,000	424,700		80.90%	171,758	62.70%
Maritime Transportation	1,500,000	995,642		66.38%	686,216	44.87%
Continuing Professional Development	6,000,000	2,678,099		44.63%	2,506,273	48.75%
Continuing Education Exemptions & Waivers	(72,000)	(14,120)		19.61%	(35,315)	79.23%
Bad Debt	(700,000)	(349,992)		50.00%	(350,627)	24.54%
Sales & Services	1,740,000	1,049,159		60.30%	754,376	34.02%
Insurance Proceeds - Winter Storm	-	-		-	62,437	143.71%
Investment Income	1,000,000	1,883,101		188.31%	36,783	6.05%
Investment Income - Restricted Funds	-	1,547,245		0.00%	32,925	5.79%
HEERF Lost Revenue	7,600,000	8,072,564		106.22%	8,073,603	-
Auxiliary Services	2,850,000	1,378,931		48.38%	1,249,560	44.22%
Grants	85,407,949	48,585,856		56.89%	60,190,647	65.40%
Local Grants	3,822,380	3,649,640		95.48%	2,849,388	51.94%
Total Revenues	338,153,784	252,583,866		74.69%	251,695,575	77.55%
Expenditures						
Instruction	85,590,012	46,192,238		53.97%	43,544,736	54.26%
Public Service	608,042	194,227		31.94%	198,930	46.75%
Academic Support	31,692,953	11,346,079		35.80%	10,620,164	49.47%
Student Services	22,448,145	9,896,700		44.09%	8,866,340	45.50%
Institutional Support	111,013,496	62,731,094		56.51%	60,668,172	64.18%
Physical Plant	27,440,343	10,077,750		36.73%	8,800,085	41.43%
Winter Storm	-	-		-	62,437	22.00%
Scholarships and Fellowships	56,510,793	37,943,876		67.14%	51,373,322	75.14%
Auxiliary Enterprises	2,800,458	1,687,059		60.24%	1,337,132	49.55%
Depreciation	26,800,000	13,674,886		51.03%	11,645,895	42.48%
Total Expenditures	364,904,243	193,743,910		53.09%	197,117,212	58.64%
Transfers Among Funds						
Transfers In	(3,799,636)	(2,471,946)		65.06%	(89,442)	1.17%
Transfers Out	3,799,636	2,471,946		65.06%	89,442	1.17%
Adjustment for Debt Principal Payment	1	(15,155,000)		81.78%	(12,703,426)	100.00%
Adjustment for Capital Purchases	1	(3,991,314)		29.47%	(352,460)	8.58%
Net Increase (Decrease) in Net Position	\$ (4,228,545)	\$ 75,171,277			\$ 67,634,249	

¹ Per government accounting practices, capital purchases and principal payments included in the expenditure line items above are subsequently deducted from total year-to-date expenditures and reclassified as an increase or reduction to the appropriate asset or liability line item on the Statement of Net Position.

Capital
Improvement
Program

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes in Net Position
For the Six Months Ended February 28, 2023

Fund 91 Capital Projects

	Adjusted Budget	Actual (50%)	% Actual to Adjusted Budget	PY YTD Actual	% of 8/31/22 Actual
Revenues					
Investment Income	-	\$ 1,547,245	-	\$ 32,925	5.79%
Total Revenues	-	1,547,245	-	32,925	5.79%
Expenditures					
SECO-Energy Conservation Projects	3,290,864	97,353	2.96%	760,735	-
Bond Program	79,666,493	6,801,256	8.54%	22,120,545	56.98%
Total Expenditures	82,957,357	6,898,609	8.32%	22,881,280	58.93%
Transfers Among Funds					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	\$(82,957,357)	\$(5,351,364)		\$(22,848,355)	

San Jacinto Community College District
 Statement of Revenues, Expenditures and Changes in Net Position
 For the Six Months Ended February 28, 2023

Fund 93 Generation Park Clear Lake Land Proceeds

	Adjusted Budget	Actual (50%)	% Actual to Adjusted Budget	PY YTD Actual	% of 8/31/22 Actual
Revenues					
Land Sale Proceeds	\$ -	\$ -	-	\$ -	-
Total Revenues	-	-	-	-	-
Expenditures					
Generation Park	216,072	-	-	19,018	100%
Total Expenditures	216,072	-	-	19,018	100%
Transfers Among Funds					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	\$ (216,072)	\$ -		\$ (19,018)	

San Jacinto College Financial Statements
Monthly Investment Report
February 2023

SAN JACINTO COMMUNITY COLLEGE DISTRICT
Cash, Cash Equivalents, and Investments
Portfolio Summary Report
Period Ending February 28, 2023

		<u>Fair Market Value</u>	<u>Book Value</u>
Beginning Value	February 1, 2023	\$ 192,279,807	\$ 192,204,027
Additions/Subtractions (Net)		30,425,982	30,425,982
Change in Fair Market Value*		(21,947)	-
Ending Value	February 28, 2023	<u>\$ 222,683,842</u>	<u>\$ 222,630,009</u>

Earnings for the Month of February	\$ 787,011
Weighted Average Maturity at Ending Period Date (Days)	1.00
Weighted Average Earnings Rate	4.5518%
Benchmark - One Year Treasury Yield	5.0200%

*On investments held to term, it is the policy of San Jacinto College to hold investments to maturity thus mitigating the impact of market losses.

The investment portfolio is in compliance with the Public Funds Investment Act and the College's Investment Policy.

Prepared by:



Carol Tillman
Assistant Comptroller

Reviewed by:

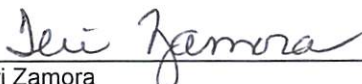


Andrea DuBois
Comptroller



Carin Hutchins
Associate Vice Chancellor of Finance

Approved by:



Teri Zamora
Vice Chancellor of Fiscal Affairs

SAN JACINTO COMMUNITY COLLEGE DISTRICT
Cash, Cash Equivalents, and Investments
Weighted Average to Maturity
February 28, 2023

Description	Held At	Annualized Interest Rate	Purchase Date	Maturity	Par	Fair Market Value	Book Value	% of Total Portfolio	Days to Maturity	Weighted Avg. Mat.
Short-Term Investments - Unrestricted Funds										
Demand Deposits										
Credit Cards in Transit	Heartland	N/A	N/A	03/01/23	\$	(10,724)	(10,724)	0.00%	1	0.00
JPMorgan Accounts Payable Disbursements	JPMorgan Chase Bank	N/A	N/A	03/01/23	N/A	(716,435)	(716,435)	-0.32%	1	0.00
JPMorgan Operating	JPMorgan Chase Bank	N/A	N/A	03/01/23	N/A	5,637,254	5,637,254	2.53%	1	0.03
JPMorgan Payroll	JPMorgan Chase Bank	N/A	N/A	03/01/23	N/A	(32,957)	(32,957)	-0.01%	1	0.00
JPMorgan Worker's Comp	JPMorgan Chase Bank	N/A	N/A	03/01/23	N/A	2,646	2,646	0.00%	1	0.00
Petty Cash	Campus Business Offices	N/A	N/A	03/01/23	N/A	19,067	19,067	0.01%	1	0.00
Pool Accounts										
LSIP Corporate Overnight Plus Fund - Operating Funds	Lone Star Investment Pool	4.7574%	N/A	03/01/23	N/A	101,188,841	101,188,841	45.45%	1	0.45
TexPool - Operating	TexPool	4.4991%	N/A	03/01/23	N/A	283,344	283,344	0.13%	1	0.00
Investments										
US Treasury Note, CUSIP 9128284U1	BNY Mellon	2.625%	06/23/22	06/30/23	\$	4,962,900	4,987,713	2.24%	122	0.02
US Agency Note, CUSIP 313384FA2	BNY Mellon	4.521%	10/21/22	05/01/23	10,000,000	9,919,700	9,767,467	4.39%	62	0.04
US Agency Note, CUSIP 3130ATXK8	BNY Mellon	4.900%	11/28/22	11/28/23	5,000,000	4,989,550	5,000,500	2.25%	273	0.02
US Agency Note, CUSIP 3130AUM92	BNY Mellon	4.750%	01/19/23	01/19/24	5,000,000	4,995,500	4,997,496	2.24%	325	0.02
US Agency Note, CUSIP 3130ATVD6	BNY Mellon	4.875%	01/27/23	09/13/24	5,000,000	4,972,000	5,026,000	2.26%	563	0.02
Certificate of Deposit, CUSIP 02589ADC3	BNY Mellon	2.700%	07/20/22	07/20/23	243,000	240,712	243,000	0.11%	142	0.00
Certificate of Deposit, CUSIP 89841MAD9	BNY Mellon	2.850%	07/19/22	07/19/23	249,000	246,895	249,000	0.11%	141	0.00
Certificate of Deposit, CUSIP 909557JT8	BNY Mellon	2.750%	07/22/22	07/21/23	249,000	246,752	249,000	0.11%	143	0.00
Short-Term Investments - Restricted (Bond) Funds										
Pool Accounts										
LSIP Corporate Overnight Plus Fund - 2008 GOB Bond Proceeds	Lone Star Investment Pool	4.7574%	N/A	03/01/23	N/A	6	6	0.00%	1	0.00
LSIP Corporate Overnight Plus Fund - GOB Debt Service	Lone Star Investment Pool	4.7574%	N/A	03/01/23	N/A	9,605,277	9,605,277	4.31%	1	0.04
LSIP Corporate Overnight Plus Fund - 2004 Bond Earnings	Lone Star Investment Pool	4.7574%	N/A	03/01/23	N/A	742,459	742,459	0.33%	1	0.00
LSIP Corporate Overnight Plus Fund - 2007 Bond Earnings	Lone Star Investment Pool	4.7574%	N/A	03/01/23	N/A	3,930	3,930	0.00%	1	0.00
LSIP Corporate Overnight Plus Fund - 2008 Bond Earnings	Lone Star Investment Pool	4.7574%	N/A	03/01/23	N/A	758,960	758,960	0.34%	1	0.00
LSIP Corporate Overnight Plus Fund - 2009 Bond Earnings	Lone Star Investment Pool	4.7574%	N/A	03/01/23	N/A	1,493,408	1,493,408	0.67%	1	0.01
LSIP Corporate Overnight Plus Fund - 2011 Bond Earnings	Lone Star Investment Pool	4.7574%	N/A	03/01/23	N/A	39,462	39,462	0.02%	1	0.00
LSIP Corporate Overnight Plus Fund - 2022 Bond Proceeds	Lone Star Investment Pool	4.7574%	N/A	03/01/23	N/A	41,027,653	41,027,653	18.43%	1	0.18
TexPool PRIME - 2021 Bond Proceeds	TexPool	4.7326%	N/A	03/01/23	N/A	32,067,642	32,067,642	14.40%	1	0.14
Grand Total - Cash, Cash Equivalents, and Investments						\$ 222,683,842	\$ 222,630,009	100.00%		1.00

ACFR, Note 4
Weighted Average to Maturity at Ending Period Date (Days)

0.01%	\$	19,067	Petty cash on hand	0.00
84.07%	\$	187,210,982	Investment pools	0.84
2.20%	\$	4,879,784	Bank deposits - demand deposits	0.02
13.73%	\$	30,574,009	U. S. government securities & CDs	0.14
100.00%	\$	222,683,842	Total cash, cash equivalents, and investments	1.00

SAN JACINTO COMMUNITY COLLEGE DISTRICT
Cash, Cash Equivalents, and Investments
Inventory Holdings Report
February 28, 2023

Description	Held At	Annualized Interest Rate	Maturity	1/31/2023		2/28/2023		2/28/2023		LTD Unrealized Gain/Loss	September through February Earnings	
				Ending Fair Market Value	Book Value	Ending Fair Market Value	Book Value	Ending Fair Market Value	Book Value		February Earnings	February Earnings
Short-Term Investments - Unrestricted Funds												
Demand Deposits												
Credit Cards in Transit												
JPMorgan Accounts Payable Disbursements	Headland	N/A		(12,710)	(12,710)	(10,724)	(10,724)	1,986	\$	N/A	\$	N/A
JPMorgan Operating	JPMorgan Chase Bank	N/A		(1,175,114)	(1,175,114)	(716,435)	(716,435)	458,679	\$	N/A	\$	N/A
JPMorgan Payroll	JPMorgan Chase Bank	N/A		5,866,709	5,866,709	5,637,254	5,637,254	(229,455)	\$	N/A	\$	N/A
JPMorgan Worker's Comp	JPMorgan Chase Bank	N/A		(33,164)	(33,164)	(32,957)	(32,957)	207	\$	N/A	\$	N/A
Petty Cash	JPMorgan Chase Bank	N/A		12,918	12,918	2,646	2,646	(110,272)	\$	N/A	\$	N/A
Sub Total Demand Deposits	Campus Business Offices	N/A		19,067	19,067	4,898,851	4,898,851	221,145	\$	N/A	\$	N/A
				4,677,706	4,677,706							
Pool Accounts												
TexPool - Operating	TexPool	4.4991%		150,362	150,362	283,344	283,344	132,982	\$	NA	\$	1,322
LSP Corporate Overnight Plus Fund - Operating Funds	Lone Star Investment Pool	4.7574%		69,029,906	69,029,906	101,188,841	101,188,841	32,158,935	\$	NA	\$	353,075
Sub Total Pool Accounts				69,180,268	69,180,268	101,472,185	101,472,185	32,291,917	\$	NA	\$	354,397
Investments												
US Treasury Note, CUSIP 9128284U1	BNY Mellon	2.625%		4,958,200	4,958,200	4,962,900	4,962,900	4,700	\$	(24,813)	\$	10,938
US Treasury Note, CUSIP 912828N30	BNY Mellon	2.518%										65,628
US Agency Note, CUSIP 313355W60	BNY Mellon	2.144%										45,182
US Agency Note, CUSIP 3135GOT94	BNY Mellon	2.580%										17,792
US Agency Note, CUSIP 313384FA2	BNY Mellon	4.521%		9,884,200	9,767,467	9,919,700	9,767,467	35,500	\$	152,233	\$	47,237
US Agency Note, CUSIP 3130ATXK8	BNY Mellon	4.900%		5,000,350	5,000,500	4,989,550	5,000,500	(13,800)	\$	(10,950)	\$	33,218
US Agency Note, CUSIP 3130AUM92	BNY Mellon	4.750%		4,995,500	4,997,496	4,995,500	4,997,496	2,000	\$	(1,996)	\$	132,875
Certificate of Deposit, CUSIP 02589ADC3	BNY Mellon	4.875%		5,021,250	5,026,000	4,972,000	5,026,000	54,000	\$	(54,000)	\$	20,417
Certificate of Deposit, CUSIP 89841WAD9	BNY Mellon	2.700%		240,407	243,000	240,712	243,000	305	\$	(2,288)	\$	19,791
Certificate of Deposit, CUSIP 899557J78	BNY Mellon	2.850%		246,605	249,000	246,895	249,000	2,100	\$	(2,105)	\$	547
Sub Total Investments	BNY Mellon	2.750%		248,000	249,000	248,752	249,000	308	\$	(2,488)	\$	817
				30,520,176	30,520,176	30,574,009	30,574,009	(21,947)	\$	53,633	\$	105,840
				104,463,930	104,378,150	136,945,045	136,891,212	32,491,115	\$	53,633	\$	460,237
												1,711,249
Short-Term Investments - Restricted (Bond) Funds												
Pool Accounts												
LSP Corporate Overnight Plus Fund - 2008 GOB Bond Proceeds	Lone Star Investment Pool	4.7574%		6,907	6,907	6,907	6,907	6	\$	NA	\$	6
LSP Corporate Overnight Plus Fund - GOB Debt Service	Lone Star Investment Pool	4.7574%		11,047,790	11,047,790	9,605,277	9,605,277	1,442,513	\$	NA	\$	49,714
LSP Corporate Overnight Plus Fund - 2004 Bond Earnings	Lone Star Investment Pool	4.7574%		739,759	739,759	742,459	742,459	2,700	\$	NA	\$	2,700
LSP Corporate Overnight Plus Fund - 2007 Bond Earnings	Lone Star Investment Pool	4.7574%		3,916	3,916	3,930	3,930	14	\$	NA	\$	14
LSP Corporate Overnight Plus Fund - 2008 Bond Earnings	Lone Star Investment Pool	4.7574%		749,300	749,300	758,960	758,960	9,660	\$	NA	\$	2,846
LSP Corporate Overnight Plus Fund - 2011 Bond Earnings	Lone Star Investment Pool	4.7574%		1,487,977	1,487,977	1,493,408	1,493,408	5,431	\$	NA	\$	2,754
LSP Corporate Overnight Plus Fund - 2011 Bond Earnings	Lone Star Investment Pool	4.7574%		39,319	39,319	39,462	39,462	143	\$	NA	\$	143
LSP Corporate Overnight Plus Fund - 2022 Bond Proceeds	Lone Star Investment Pool	4.7574%		40,878,466	40,878,466	41,027,653	41,027,653	149,187	\$	NA	\$	14,750
Sub Total Pool Accounts	TexPool	4.7326%		32,872,443	32,872,443	32,067,642	32,067,642	804,801	\$	NA	\$	116,825
				87,825,877	87,825,877	85,738,797	85,738,797	(2,087,080)	\$	NA	\$	326,774
				87,825,877	87,825,877	85,738,797	85,738,797	(2,087,080)	\$	NA	\$	326,774
				192,204,027	192,204,027	222,683,842	222,683,842	30,404,035	\$	53,833	\$	787,011
												3,347,792

San Jacinto College Financial Statements
Quarterly Investment Report
December 2022 - February 2023

SAN JACINTO COMMUNITY COLLEGE DISTRICT
Cash, Cash Equivalents, and Investments
Portfolio Summary Report
Quarterly Investment Report - December 1, 2022 to February 28, 2023

		<u>Fair Market Value</u>	<u>Book Value</u>
Beginning Value	December 1, 2022	\$ 161,949,383	\$ 161,967,568
Additions/Subtractions (Net)		60,662,441	60,662,441
Change in Fair Market Value*		72,018	-
Ending Value	February 28, 2023	<u>\$ 222,683,842</u>	<u>\$ 222,630,009</u>

Earnings for the 2nd Quarter	\$ 2,029,758
Weighted Average Maturity at Ending Period Date (Days)	1.00
Weighted Average Earnings Rate for the 2nd Quarter	4.2221%
Benchmark - One Year Treasury Yield - Average	5.0200%

*On investments held to term, it is the policy of San Jacinto College to hold investments to maturity thus mitigating the impact of market losses.

The investment portfolio is in compliance with the Public Funds Investment Act and the College's Investment Policy.

Prepared by:



Carol Tillman
Assistant Comptroller

Reviewed by:

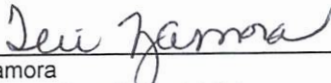


Andrea DuBois
Comptroller
Reviewed by:



Carin Hutchins
Associate Vice Chancellor of Finance

Reviewed by:



Teri Zamora
Vice Chancellor of Fiscal Affairs

SAN JACINTO COMMUNITY COLLEGE DISTRICT
Cash, Cash Equivalents, and Investments
Weighted Average to Maturity
February 28, 2023

Description	Held At	Annualized Interest Rate	Purchase Date	Maturity	Par	Fair Market Value	Book Value	% of Total Portfolio	Days to Maturity	Weighted Avg. Mat.
Short-Term Investments - Unrestricted Funds										
Demand Deposits										
Credit Cards in Transit	Heartland	N/A	N/A	03/01/23	\$	(10,724)	(10,724)	0.00%	1	0.00
JPMorgan Accounts Payable Disbursements	JPMorgan Chase Bank	N/A	N/A	03/01/23	N/A	(716,435)	(716,435)	-0.32%	1	0.00
JPMorgan Operating	JPMorgan Chase Bank	N/A	N/A	03/01/23	N/A	5,637,254	5,637,254	2.53%	1	0.03
JPMorgan Payroll	JPMorgan Chase Bank	N/A	N/A	03/01/23	N/A	(32,957)	(32,957)	-0.01%	1	0.00
JPMorgan Workmen's Comp	JPMorgan Chase Bank	N/A	N/A	03/01/23	N/A	2,646	2,646	0.00%	1	0.00
Petty Cash	Campus Business Offices	N/A	N/A	03/01/23	N/A	19,067	19,067	0.01%	1	0.00
Pool Accounts										
LSJP Corporate Overnight Plus Fund- Operating Funds	Lone Star Investment Pool	4.7574%	N/A	03/01/23	N/A	101,188,841	101,188,841	45.45%	1	0.45
TexPool - Operating	TexPool	4.4991%	N/A	03/01/23	N/A	283,344	283,344	0.13%	1	0.00
Investments										
US Treasury Note, CUSIP 9128284U1	BNY Mellon	2.625%	06/23/22	06/30/23	5,000,000	4,962,900	4,962,900	2.24%	122	0.02
US Agency Note, CUSIP 313384FA2	BNY Mellon	4.521%	10/21/22	05/01/23	10,000,000	9,919,700	9,767,467	4.39%	62	0.04
US Agency Note, CUSIP 3130ATXX8	BNY Mellon	4.900%	11/28/22	11/28/23	5,000,000	4,989,550	5,000,500	2.25%	273	0.02
US Agency Note, CUSIP 3130AUM92	BNY Mellon	4.750%	01/19/24	01/19/24	5,000,000	4,995,500	4,997,496	2.24%	325	0.02
US Agency Note, CUSIP 3130ATVD6	BNY Mellon	4.875%	09/13/24	09/13/24	5,000,000	4,972,000	5,026,000	2.26%	563	0.02
Certificate of Deposit, CUSIP 02589ADC3	BNY Mellon	2.700%	07/20/22	07/20/23	243,000	240,712	243,000	0.11%	142	0.00
Certificate of Deposit, CUSIP 89841MAD9	BNY Mellon	2.850%	07/19/22	07/19/23	249,000	246,895	249,000	0.11%	141	0.00
Certificate of Deposit, CUSIP 909557JT8	BNY Mellon	2.750%	07/22/22	07/21/23	249,000	246,752	249,000	0.11%	143	0.00
Short-Term Investments - Restricted (Bond) Funds										
Pool Accounts										
LSJP Corporate Overnight Plus Fund - 2008 GOB Bond Proceeds	Lone Star Investment Pool	4.7574%	N/A	03/01/23	N/A	6	6	0.00%	1	0.00
LSJP Corporate Overnight Plus Fund - GOB Debt Service	Lone Star Investment Pool	4.7574%	N/A	03/01/23	N/A	9,605,277	9,605,277	4.31%	1	0.04
LSJP Corporate Overnight Plus Fund - 2004 Bond Earnings	Lone Star Investment Pool	4.7574%	N/A	03/01/23	N/A	742,459	742,459	0.33%	1	0.00
LSJP Corporate Overnight Plus Fund - 2007 Bond Earnings	Lone Star Investment Pool	4.7574%	N/A	03/01/23	N/A	3,930	3,930	0.00%	1	0.00
LSJP Corporate Overnight Plus Fund - 2008 Bond Earnings	Lone Star Investment Pool	4.7574%	N/A	03/01/23	N/A	758,960	758,960	0.34%	1	0.00
LSJP Corporate Overnight Plus Fund - 2009 Bond Earnings	Lone Star Investment Pool	4.7574%	N/A	03/01/23	N/A	1,493,408	1,493,408	0.67%	1	0.01
LSJP Corporate Overnight Plus Fund - 2011 Bond Earnings	Lone Star Investment Pool	4.7574%	N/A	03/01/23	N/A	39,462	39,462	0.02%	1	0.00
LSJP Corporate Overnight Plus Fund - 2022 Bond Proceeds	Lone Star Investment Pool	4.7574%	N/A	03/01/23	N/A	41,027,653	41,027,653	18.43%	1	0.18
TexPool PRIME - 2021 Bond Proceeds	TexPool	4.7326%	N/A	03/01/23	N/A	32,067,642	32,067,642	14.40%	1	0.14
Grand Total - Cash, Cash Equivalents, and Investments										
					\$	222,683,842	222,630,009	100.00%		1.00

Weighted Average to Maturity at Ending Period Date (Days)

ACFR, Note 4	
0.01%	Petty cash on hand
84.07%	Investment pools
0.00%	Money market account
2.19%	Bank deposits - demand deposits
13.73%	U. S. government securities & CDs
<u>100.00%</u>	<u>Total cash, cash equivalents, and investments</u>

SAN JACINTO COMMUNITY COLLEGE DISTRICT
Cash, Cash Equivalents, and Investments
Inventory Holdings Report
2nd Quarter Fiscal Year 2022-2023 Activity

Description	Held At	Annualized February Interest Rate	Maturity	2/28/2023		11/30/2022		2/28/2023		2/28/2023		LTD Unrealized Gain/Loss	February Earnings	December Through February Earnings	
				Par	Fair Market Value	Ending Book Value	Ending Book Value	Ending Fair Market Value	Ending Book Value	Additions/Subtractions and Change in Fair Market Value For the Quarter					
Short-Term Investments - Unrestricted Funds															
Demand Deposits															
Credit Cards in Transit	Heartland	N/A	03/01/23	\$	16,177	\$	16,177	\$	(10,724)	\$	(10,724)	N/A	N/A	N/A	
JPMorgan Accounts Payable Disbursements	JPMorgan Chase Bank	N/A	03/01/23		(623,604)		(623,604)		(716,435)		(716,435)	N/A	N/A	N/A	
JPMorgan Operating	JPMorgan Chase Bank	N/A	03/01/23		4,464,731		4,464,731		5,637,254		5,637,254	N/A	N/A	N/A	
JPMorgan Payroll	JPMorgan Chase Bank	N/A	03/01/23		(25,959)		(25,959)		(32,957)		(32,957)	N/A	N/A	N/A	
JPMorgan Workmen's Comp	JPMorgan Chase Bank	N/A	03/01/23		(162)		(162)		2,646		2,646	N/A	N/A	N/A	
Petty Cash	Campano Business Offices	N/A	03/01/23	\$	19,067	\$	19,067	\$	19,067	\$	19,067	N/A	N/A	N/A	
Sub Total Demand Deposits				\$	3,650,250	\$	3,650,250	\$	4,898,951	\$	4,898,951	\$	1,046,601	N/A	
Pool Accounts															
TexPool - Operating	TexPool	4.4991%	03/01/23	\$	119,422	\$	119,422	\$	283,344	\$	283,344	NA	\$	1,322	
LSP Corporate Overnight Plus Fund- Operating Funds	Lone Star Investment Pool	4.7574%	03/01/23	\$	46,993,759	\$	46,993,759	\$	101,188,841	\$	101,188,841	NA	\$	353,075	
Sub Total Pool Accounts				\$	47,113,181	\$	47,113,181	\$	101,472,185	\$	101,472,185	NA	\$	354,397	
Investments															
US Treasury Note, CUSIP 912828AJ1	BNY Mellon	2.625%	06/30/23	5,000,000	4,942,600	4,987,713	4,987,713	4,962,900	4,987,713	20,300	20,300	(24,813)	10,938	32,814	
US Treasury Note, CUSIP 912828N30	BNY Mellon	2.516%	12/31/22	-	4,992,150	4,990,234	4,990,234	-	-	(4,992,150)	-	-	-	16,020	
US Agency Note, CUSIP 315358N60	BNY Mellon	2.144%	03/1/22	-	4,985,850	4,984,582	4,984,582	-	-	(4,985,850)	-	-	-	17,549	
US Agency Note, CUSIP 315358Y14	BNY Mellon	2.580%	07/19/23	10,000,000	9,610,300	9,767,467	9,767,467	9,919,700	9,767,467	109,800	162,233	33,718	33,718	89,956	
US Agency Note, CUSIP 315358Y22	BNY Mellon	4.351%	01/29/23	5,000,000	5,002,200	5,000,500	5,000,500	4,899,500	5,002,200	1,006,500	(1,056)	20,117	20,117	61,953	
US Agency Note, CUSIP 3130U1M92	BNY Mellon	4.780%	01/19/23	5,000,000	-	-	-	4,995,500	4,995,500	4,995,500	(1,996)	19,791	19,791	27,462	
US Agency Note, CUSIP 3130U1M99	BNY Mellon	4.875%	09/19/24	5,000,000	-	-	-	4,972,000	4,972,000	4,972,000	(54,000)	19,380	19,380	19,380	
US Agency Note, CUSIP 3130U1M06	BNY Mellon	4.875%	09/19/23	243,000	239,178	243,000	243,000	245,712	243,000	2,692	2,692	847	847	1,841	
Certificate of Deposit, CUSIP 025589ADC3	BNY Mellon	2.700%	07/20/23	249,000	245,361	249,000	249,000	248,895	249,000	1,534	1,534	(2,105)	817	2,175	
Certificate of Deposit, CUSIP 89841NAD9	BNY Mellon	2.850%	07/19/23	249,000	245,172	249,000	249,000	246,752	249,000	1,580	1,580	(2,248)	732	2,175	
Certificate of Deposit, CUSIP 909557J18	BNY Mellon	2.750%	07/21/23	30,741,000	30,463,311	30,481,496	30,481,496	30,574,009	30,520,176	110,698	53,833	105,840	105,840	282,966	
Sub Total Investments				\$	81,426,742	\$	81,444,927	\$	136,945,045	\$	136,891,212	\$	460,237	\$	1,065,277
Sub Total - Short-Term Investments - Unrestricted Funds				\$	30,741,000	\$	30,741,000	\$	136,945,045	\$	136,891,212	\$	460,237	\$	1,065,277
Short-Term Investments - Restricted (Bond) Funds															
Pool Accounts															
LSP Corporate Overnight Plus Fund- 2008 GOB Bond Proceeds	Lone Star Investment Pool	4.7574%	03/01/23	N/A	172,963	172,963	172,963	6	6	(172,957)	NA	6	1,284		
LSP Corporate Overnight Plus Fund- 2008 Debt Service	Lone Star Investment Pool	4.7574%	03/01/23	N/A	479,647	479,647	479,647	9,605,277	9,605,277	9,125,630	NA	49,714	85,437		
LSP Corporate Overnight Plus Fund- 2004 Bond Earnings	Lone Star Investment Pool	4.7574%	03/01/23	N/A	822,805	822,805	822,805	742,459	742,459	(80,346)	NA	2,700	8,956		
LSP Corporate Overnight Plus Fund- 2007 Bond Earnings	Lone Star Investment Pool	4.7574%	03/01/23	N/A	181,796	181,796	181,796	3,930	3,930	(177,866)	NA	14	1,356		
LSP Corporate Overnight Plus Fund- 2009 Bond Earnings	Lone Star Investment Pool	4.7574%	03/01/23	N/A	857,476	857,476	857,476	758,960	758,960	(98,516)	NA	2,754	9,267		
LSP Corporate Overnight Plus Fund- 2009 Bond Earnings	Lone Star Investment Pool	4.7574%	03/01/23	N/A	1,587,388	1,587,388	1,587,388	1,493,408	1,493,408	(93,980)	NA	5,431	17,516		
LSP Corporate Overnight Plus Fund- 2011 Bond Earnings	Lone Star Investment Pool	4.7574%	03/01/23	N/A	937,404	937,404	937,404	39,462	39,462	(897,942)	NA	143	7,068		
LSP Corporate Overnight Plus Fund- 2012 Bond Proceeds	Lone Star Investment Pool	4.7574%	03/01/23	N/A	40,568,910	40,568,910	40,568,910	41,027,653	41,027,653	458,743	NA	149,187	458,743		
TexPool PRIME - 2021 Bond Proceeds	TexPool	4.7326%	03/01/23	N/A	34,914,252	34,914,252	34,914,252	32,067,642	32,067,642	(2,846,610)	NA	116,825	374,854		
Sub Total Pool Accounts				\$	80,522,641	\$	80,522,641	\$	85,738,797	\$	85,216,156	\$	326,774	\$	964,481
Sub Total - Short-Term Investments - Restricted (Bond) Funds				\$	80,522,641	\$	80,522,641	\$	85,738,797	\$	85,216,156	\$	326,774	\$	964,481
Grand Total - Cash, Cash Equivalents, and Investments				\$	161,949,363	\$	161,967,568	\$	222,683,842	\$	222,630,009	\$	767,011	\$	2,029,759

San Jacinto College Foundation
Statement of Financial Position
As of February 28, 2023

	Current Year		Previous Year		Difference		
	Foundation	Student Success Fund	Foundation	Student Success Fund	Foundation	Student Success Fund	Total
ASSETS							
Current Assets							
Checking/Savings							
General Fund	\$2,848,537	-	\$2,285,022	-	563,515	-	563,515
Other Funds	-	-	-	-	-	-	-
Total Checking/Savings	2,848,537	-	2,285,022	-	563,515	-	563,515
Accounts Receivables	2,611,460	-	3,064,760	-	(453,300)	-	(453,300)
Other Current Assets							
Short Term Investments							
Goldman Sachs - SS2 (Endowed)	17,859,001	17,859,001	18,968,030	18,968,030	-	(1,109,029)	(1,109,029)
Goldman Sachs - SSF (Non-Endowed)	7,932,365	7,932,365	8,885,036	8,885,036	-	(952,671)	(952,671)
Goldman Sachs - FDN-SSE (Endowed)	1,709,335	1,709,335	10,645	10,645	1,698,690	-	1,698,690
Goldman Sachs - FDN	12,459,786	12,459,786	14,900,299	14,900,299	(2,440,513)	-	(2,440,513)
Total SJC Short Term Investments	14,169,121	25,791,366	14,910,944	27,853,066	(741,822)	(2,061,700)	(2,803,522)
Total Current Assets	19,629,118	25,791,366	20,260,726	27,853,066	(631,608)	(2,061,700)	(2,693,308)
TOTAL ASSETS	19,629,118	25,791,366	20,260,726	27,853,066	(631,608)	(2,061,700)	(2,693,308)
LIABILITIES & NET ASSETS							
Liabilities							
Current Liabilities							
Accounts Payable							
Grants Payable	107,356	-	53,423	-	53,933	-	53,933
Programs Payable	63,687	-	34,180	-	29,506	-	29,506
Endowments Payable	182,756	-	121,798	-	60,958	-	60,958
Scholarship Payables	420,403	2,070,006	519,409	41,706	(99,006)	2,028,300	1,929,294
Student Success Payables	104,732	-	112,584	-	(7,852)	-	(7,852)
Total Accounts Payable	878,934	2,070,006	841,396	41,706	37,539	2,028,300	2,065,839
Total Current Liabilities	878,934	2,070,006	841,396	41,706	37,539	2,028,300	2,065,839
Total Liabilities	878,934	2,070,006	841,396	41,706	37,539	2,028,300	2,065,839
NET ASSETS							
Net Assets Without Donor Restrictions	2,595,568	24,575,762	4,068,498	30,000,253	(1,472,930)	(5,424,491)	(6,897,421)
Net Assets With Donor Restrictions	15,975,121	15,975,121	15,991,621	15,991,621	(16,499)	-	(16,499)
Net Assets	18,570,689	24,575,762	20,060,118	30,000,253	(1,489,429)	(5,424,491)	(6,913,920)
Net Income	179,495	(854,402)	(640,788)	(\$2,188,893)	820,282	1,334,491	2,154,773
Total Net Assets	18,750,184	23,721,360	19,419,331	27,811,360	(669,147)	(4,090,000)	(4,759,147)
TOTAL LIABILITIES & NET ASSETS	\$19,629,118	\$25,791,366	\$20,260,726	27,853,066	(631,608)	(2,061,700)	(2,693,308)

San Jacinto College Foundation

Statement of Activities

For the Period Ending February 28, 2023

	Current Year			Previous Year			Difference			Actual % of Annual Budget	
	Foundation	Student Success Fund	Total	Foundation	Student Success Fund	Total	Foundation	Student Success Fund	Total		
Ordinary Income/Expense											
Income											
Contributions											
Grant Contributions	120,900	-	120,900	-	-	-	120,900.00	-	120,900.00	90,000	134%
Endowments	230,204	-	230,204	61,003	-	61,003	169,201	-	169,201	175,000	132%
Program Sponsorship	107,767	-	107,767	197,873	-	197,873	(90,106)	-	(90,106)	275,000	39%
Scholarships	365,471	-	365,471	591,941	-	591,941	(226,470)	-	(226,470)	400,000	91%
Total Contributions	824,342	-	824,342	850,817	-	850,817	(26,475)	-	(26,475)	940,000	88%
Other Income											
Special Events	-	-	-	126,750	-	126,750	(126,750)	-	(126,750)	-	-
Investment Income	348,392	725,090	1,073,481	300,946	380,122	681,068	47,446	344,967	392,413	600,000	179%
Realized Gain / (Loss)	5,677	(64,903)	(59,226)	43,636	(8,275)	35,362	(37,960)	(56,628)	(94,588)	-	-
Unrealized Gain / (Loss)	109,541	353,315	462,856	(659,855)	(1,887,692)	(2,547,547)	2,657,087	2,241,007	3,010,402	-	-
Total Other Income	463,609	1,013,502	1,477,111	(188,522)	(1,515,844)	(1,704,367)	2,539,823	2,529,346	3,181,477	600,000	77%
Total Income	1,287,951	1,013,502	2,301,452	662,294	(1,515,844)	(853,550)	2,513,348	2,529,346	3,155,002	1,540,000	84%
Expense											
Programs											
Scholarships Awarded - SSF	-	1,867,904	1,867,904	-	673,048	673,048	-	1,194,855	1,194,855	2,500,000	75%
Scholarships Awarded - FND	814,516	-	814,516	1,146,699	-	1,146,699	(332,182)	-	(332,182)	1,200,000	68%
Programs Sponsored	218,497	-	218,497	82,478	-	82,478	136,019	-	136,019	600,000	36%
Student Success Initiatives	17,009	-	17,009	50,629	-	50,629	33,620	-	33,620	150,000	11%
Total Programs	1,050,023	1,867,904	2,917,927	1,279,805	673,048	1,952,854	(162,543)	1,194,855	965,073	4,450,000	66%
Supporting Services											
Bad Debt Expense	-	-	-	-	-	-	-	-	-	2,000	0%
Supporting Services											
Foundation Expenses	55,768	-	55,768	18,604	-	18,604	37,164	-	37,164	120,750	46%
Fundraising	-	-	-	2,473	-	2,473	465	-	465	5,000	53%
Sponsorship Expense	2,665	-	2,665	2,200	-	2,200	37,629	-	37,629	125,750	46%
Total Supporting Services	58,433	-	58,433	23,277	-	23,277	(124,914)	-	(124,914)	4,577,750	24%
Total Expense	1,108,456	1,867,904	2,976,359	1,303,082	673,048	1,976,130	820,282	1,334,491	2,154,773	(3,037,750)	
Net Ordinary Income	179,495	(854,402)	(674,907)	(640,788)	(2,188,893)	(2,829,680)	\$820,282	\$1,334,491	\$2,154,773	(\$3,037,750)	
Other Income / Expenses											
Increase/Decrease in Net Position	\$179,495	(\$854,402)	(\$674,907)	(\$640,788)	(\$2,188,893)	(\$2,829,680)	\$820,282	\$1,334,491	\$2,154,773	(\$3,037,750)	

2015 Bond Program

Report as of February 28, 2023

Project	Base Budget	Budget Adjustments	Current Budget	Program Management Fees	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
Central									
731603 - CC Class Room Building	47,155,000	2,195,219	49,350,219	1,788,440	51,138,659	2,664,924	46,909,414	1,564,321	96.94%
731607 - CC Davison Building Renovation	14,970,000	(5,044,560)	9,925,440	388,475	10,313,915	7,939	10,305,976	-	100.00%
731608 - CC McCollum Center Reno Phase I	24,685,000	(13,326,782)	11,358,218	405,901	11,764,119	284,043	11,469,596	10,480	99.91%
71608A - CC McCollum Center Reno Phase II	-	8,483,421	8,483,421	338,733	8,822,154	456,013	8,136,661	229,480	97.40%
731613 - CC Central DDC Network	1,160,000	380,532	1,540,532	58,715	1,599,247	5,613	1,593,634	-	100.00%
Sub-total	87,970,000	(7,312,170)	80,657,830	2,980,264	83,638,094	3,418,532	78,415,281	1,804,281	97.84%
North									
732606 - NC Wheeler Renovation	14,300,000	(2,644,106)	11,655,894	391,191	12,047,085	119,740	9,865,224	2,062,121	82.88%
732607 - NC Brightwell Renovation	6,628,000	421,240	7,049,240	258,531	7,307,771	40,457	6,530,880	736,434	89.92%
Sub-total	20,928,000	(2,222,866)	18,705,134	649,722	19,354,856	160,197	16,396,104	2,798,555	85.54%
South									
733605 - SC South Primary Electrical Upgrade	5,800,000	966,625	6,766,625	218,639	6,985,264	800,511	4,569,109	1,615,644	76.87%
733608 - SC Domestic Water System Rehabilitation	1,160,000	823,696	1,983,696	64,096	2,047,792	38,054	1,086,253	923,485	54.90%
733610 - SC Jones Renovation	13,803,000	4,348,177	18,151,177	605,876	18,757,053	506,358	16,109,373	2,141,322	88.58%
73610A - SC Jones Central Plant Relocation	-	10,570,357	10,570,357	344,861	10,915,218	2,000	8,861,490	2,051,728	81.20%
Sub-total	20,763,000	16,708,855	37,471,855	1,233,472	38,705,327	1,346,923	30,626,225	6,732,179	82.61%
Maritime									
736603 - MC Maritime Expansion	28,000,000	(27,031,300)	968,700	31,300	1,000,000	20,863	926,261	52,876	94.71%
76603A - MC Maritime Fire Program Relocation	-	1,916,000	1,916,000	84,000	2,000,000	-	1,788,345	211,655	89.42%
Sub-total	28,000,000	(25,115,300)	2,884,700	115,300	3,000,000	20,863	2,714,606	264,531	91.18%
Generation Park									
726601 - Generation Park	-	3,257,492	3,257,492	995,152	4,252,644	-	3,911,649	340,995	91.98%
76601B - North Access Road	-	1,115,822	1,115,822	-	1,115,822	143,670	972,152	-	100.00%
Sub-total	-	4,373,314	4,373,314	995,152	5,368,466	143,670	4,883,801	340,995	93.65%
Admin									
76605A - CW Deferred Maintenance	-	27,329,038	27,329,038	427,385	27,756,423	2,536,904	9,526,335	15,693,184	43.46%
736606 - Generation Park Opportunities	-	20,000,000	20,000,000	-	20,000,000	-	-	20,000,000	-
720100 - Program Management - AECOM	-	11,431,567	11,431,567	(11,404,113)	27,454	27,454	-	-	100.00%
736601 - Contingency	1,166,180	13,465,254	14,631,434	-	14,631,434	-	-	14,631,434	-
Sub-total	1,166,180	72,225,859	73,392,039	(10,976,728)	62,415,311	2,564,358	9,526,335	50,324,618	19.37%
Previously Completed and Closed Projects									
Sub-total	266,172,820	(58,657,692)	207,515,128	5,002,818	212,517,946	-	212,517,946	-	100.00%
TOTALS	425,000,000	-	425,000,000	-	425,000,000	7,654,543	355,080,298	62,265,159	85.35%

Generation Park

Report as of February 28, 2023

Project	Base Budget	Budget Adjustments	Current Budget	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
Generation Park - 726601								
904605 - 2015 Revenue Bond - 726601	6,787,977	-	6,787,977	6,787,977	-	6,787,977	-	100.00%
929603 - Operational - 726601	8,843,556	-	8,843,556	8,843,556	-	8,843,556	-	100.00%
901609 - 2015 Bond - 726601	6,368,466	(2,115,822)	4,252,644	4,252,644	-	3,911,649	340,994	91.98%
901610 - Generation Park Site Infrastructure - 726601	4,000,000	(8,725)	3,991,275	3,991,275	-	3,991,275	-	100.00%
901610 - Generation Park Parking Lot - 76601A	3,521,892	(691,977)	2,829,915	2,829,915	3,225	2,720,676	106,014	96.25%
901609/10 - North Access Road - 76601B	-	1,816,525	1,816,525	1,816,525	143,748	1,672,777	-	100.00%
TOTALS	29,521,892	(1,000,000)	28,521,892	28,521,892	146,973	27,927,911	447,008	98.43%

Energy Conservation Project

Report as of February 28, 2023

Project	Base Budget	Budget Adjustments	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
College Wide							
E22001 - UCRM 1 - LED Lighting	811,078	(231,191)	579,887	65,167	439,701	75,019	87.06%
E22002 - UCRM 2.1a - A-1 HVAC	10,354	(5,782)	4,572	-	4,572	-	100.00%
E22003 - UCRM 2.1b - CC Chillers	1,526,400	156,744	1,683,144	1,543,195	117,705	22,244	98.68%
E22004 - UCRM 2.1c - NC Chiller	593,600	82,278	675,878	607,600	57,400	10,878	98.39%
E22005 - UCRM 2.1d - Maritime HVAC	33,000	(33,000)	-	-	-	-	-
E22006 - UCRM 2.6a - 35 Acre VFDs	9,946	20,905	30,851	-	30,851	-	100.00%
E22007 - UCRM 2.6b - S-7 & S-9 VFDs	26,452	56,684	83,136	20,284	62,852	-	100.00%
E22008 - UCRM 3 - Retro-Commissioning	280,000	74,010	354,010	119,251	234,759	-	100.00%
E22009 - UCRM 4.2c - Vending Misers	46,224	(46,224)	-	-	-	-	-
E22010 - UCRM 5.1 - Water Conserving Faucets	112,669	(63,192)	49,477	-	49,477	-	100.00%
E22011 - UCRM 8 - Solar PV	1,175,849	(260,598)	915,251	480,508	434,743	-	100.00%
Utility Assessment Report - 720600	96,546	-	96,546	-	96,546	-	100.00%
E22000 - Contingency Lone Star Loan	-	249,366	249,366	-	-	249,366	-
TOTALS	4,722,118	-	4,722,118	2,836,005	1,528,607	357,507	92.43%

Bond Interest Earnings

Report as of February 28, 2023

Project	Base Budget	Budget Adjustments	Current Budget	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
College Wide								
732614 - NC - N7, N8 & N9 Roof Replacement (2008 Bond)	-	133,554	133,554	133,554	-	133,554	-	100.00%
732614 - NC - N7, N8 & N9 Roof Replacement	2,587,830	(473,203)	2,114,627	2,114,627	1,401,625	713,002	-	100.00%
733615 - SC - S7 & S9 Roof Replacement	1,737,060	473,203	2,210,263	2,210,263	1,435,581	774,682	-	100.00%
TOTALS	4,324,890	133,554	4,458,444	4,458,444	2,837,206	1,621,238	-	100.00%

Repair and Renovation

Report as of February 28, 2023

Project	Base Budget	Budget Adjustments	Current Budget	Total Budget	Encumbered Funds	Total Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
Central								
F23001 CC - Central Misc.	-	10,000	10,000	10,000	3,379	6,616	5	100%
F23016 CC - C34.116 Furniture	-	6,644	6,644	6,644	6,644	-	-	100%
F23027 CC - C45.1328 CPET Furniture	-	20,048	20,048	20,048	13,859	-	6,189	69%
F23037 CC - C3 Office Relocation	-	73,325	73,325	73,325	65,184	8,141	-	100%
F23040 CC - Lifecycle Furniture	-	123,168	123,168	123,168	118,095	5,071	1	100%
Sub-total	-	233,185	233,185	233,185	207,161	19,828	6,196	97%
North								
F23002 NC - North Misc.	-	10,000	10,000	10,000	-	-	10,000	-
F23018 NC - Lab Conversion ECHS	-	18,956	18,956	18,956	6,487	12,468	-	100%
F23025 NC - N17 EMT Doors	-	18,159	18,159	18,159	16,059	2,100	-	100%
F23028 NC - Primary Electric Repair Design	-	199,826	199,826	199,826	47,153	150,502	2,171	99%
F23041 NC - Lifecycle Furniture	-	33,853	33,853	33,853	33,853	-	-	100%
Sub-total	-	280,793	280,793	280,793	103,552	165,070	12,171	96%
South								
F23003 SC - South Misc.	-	9,107	9,107	9,107	4,886	4,222	-	100%
F23007 SC - S1.257 Digital Anatomy Lab Ph2	-	4,332	4,332	4,332	-	4,332	-	100%
F23008 SC - S6.122 Career Svc Office Ph2	-	6,092	6,092	6,092	-	6,074	18	100%
F23009 SC - S1.253 Computational Research	-	3,502	3,502	3,502	1,901	1,601	-	100%
F23042 SC - Lifecycle Furniture	-	30,166	30,166	30,166	28,173	-	1,993	93%
Sub-total	-	53,199	53,199	53,199	34,960	16,228	2,011	96%
Generation Park								
Sub-total	-	-	-	-	-	-	-	-
District								
F23004 DIST - Campus Misc.	-	5,000	5,000	5,000	-	1,578	3,422	32%
F23010 DIST - CW ADA Compliance	-	50,000	50,000	50,000	12,511	32,456	5,033	90%
F23017 DIST - A1.210/212 Cubicles Ext Ph2	-	2,652	2,652	2,652	-	2,652	-	100%
F23029 DIST - Wayfinding	-	3,000	3,000	3,000	1,625	1,375	-	100%
F23030 DIST - CW Ping Pong Tables	-	13,780	13,780	13,780	13,780	-	-	100%
F23046 DIST - A1.210c Furniture Replacement	-	4,572	4,572	4,572	4,572	-	-	100%
Sub-total	-	79,004	79,004	79,004	32,488	38,061	8,456	89%
Contingency (720700) - Major Repairs	200,000	(200,000)	-	-	-	-	-	-
Sub-total	200,000	(200,000)	-	-	-	-	-	-
Projects Closed								
F23011 CC - C34.112 Police Furniture and Move	-	14,488	14,488	14,488	-	14,488	-	100%
F23015 CC - C1.151 Corbin Lighting	-	29,568	29,568	29,568	-	29,568	-	100%
F23024 CC - C26.145 Mirrors	-	7,913	7,913	7,913	-	7,913	-	100%
F23038 CC - C31 Welding Lab Demo	-	10,108	10,108	10,108	-	10,108	-	100%
F23012 NC - N17 Wallpaper	-	54,365	54,365	54,365	-	54,365	-	100%
F23000 SC - S9 Foundation Repair	-	19,898	19,898	19,898	-	19,898	-	100%
F23013 SC - S1.255 Lab Furniture	-	5,398	5,398	5,398	-	5,398	-	100%
F23045 MT - Lifecycle Furniture	-	-	-	-	-	-	-	-
F23026 GP - G2 Roller Shades	-	9,564	9,564	9,564	-	9,564	-	100%
F23044 GP - Lifecycle Furniture	-	-	-	-	-	-	-	-
F23032 DIST - A1.212 Ext Relations Furniture	-	6,817	6,817	6,817	-	6,817	-	100%
F23033 DIST - A2.213c Conference to Office	-	4,546	4,546	4,546	-	4,546	-	100%
F23043 DIST - Lifecycle Furniture	-	-	-	-	-	-	-	-
Sub-total	-	162,665	162,665	162,665	-	162,665	-	-
TOTALS	200,000	608,846	808,846	808,846	378,161	401,851	28,833	96%

**BOARD FINANCE COMMITTEE
SAN JACINTO COMMUNITY COLLEGE DISTRICT
March 10, 2023**

Members Present: Keith Sinor, Dr. Ruede Wheeler, and Larry Wilson

Members Absent: Marie Flickinger

Other Trustees Present: None

Others Present: Brenda Hellyer, Teri Zamora, Carin Hutchins, Linda Torres, and Mandi Reiland

- I. The meeting was called to order at 12:05 p.m. by Keith Sinor, Chair, Finance Committee.
- II. Roll Call of the Committee Members
 - Keith Sinor, present
 - Dr. Ruede Wheeler, absent
 - Larry Wilson, present
 - Marie Flickinger (Ex-officio member), absent
- III. Approval of Minutes from the March 22, 2022, Finance Committee Meeting
 - K. Sinor presented the minutes from the March 22, 2022, Finance Committee meeting.
 - A motion was made by L. Wilson and seconded by K. Sinor to accept the minutes as presented.
 - B. Hellyer noted that although the last meeting minutes are from March 22, 2022, finance items had not been neglected. Rather, items such as cash reserves, budget, audit, and internal audits were presented and reviewed at past Board workshops.
- IV. Review and Discussion of Internal Audit Reports:
 - L. Torres, Director of Internal Audit, updated the Committee regarding four audit reports.
 1. Dual Credit Billings
 - L. Torres reviewed the executive summary of the Dual Credit Billings Report, which included a detailed evaluation of the operational efficiency, internal controls, and compliance with internal and external regulations and policies related to the fiscal year 2023 (fall semester only). The following observations and corresponding Corrective Action Plans (CAP) were noted:
 - Observation: Student Additions to Third-Party Contracts
 - CAP – Data entry errors were discovered, related to manual updates and changes after the initial automation was completed. A reconciliation process will be implemented to identify any changes or

- updates that may require manual processing.
 - Observation: Documentation of Third-Party Billing Arrangements
 - CAP – Acknowledgement forms will be integrated into memorandums of understandings (MOUs) as they are renewed to ensure codification of third-party dual credit billings are consistently submitted to external entities for verification and college retention.
 - Observation: Dual Credit Processing Procedures
 - CAP – Review and updates to current internal procedures will be initiated and maintained to ensure that any updates are properly documented, communicated, and implemented.
 - Observation: Dual Credit Third-Party Billing
 - CAP – Steps are being taken to address inconsistency in differing payment structures by determining feasibility of an updated structure based on dual credit student type.
2. Fire Protection Technology
- L. Torres reviewed the executive summary of the Fire Protection Technology Report, which included a detailed evaluation of the operational efficiency, internal controls and management surrounding employee training between September 1, 2021 – August 31, 2022. The following observations and corresponding Corrective Action Plans (CAP) were noted:
 - Observation: Record Retention
 - CAP – The department will maintain records according to the records management policy and alternative storage methods will be considered to ensure consistency and alignment to the retention schedule.
 - Observation: Tools and Supplies Inventory
 - CAP – To remedy the lack of inventory procedures for tools and supplies associated with the Fire Protection Technology program, the department will pursue purchase of web-based SaaS, Asset Panda, to maintain comprehensive inventory of tools, supplies, and equipment with an individual replacement cost of \$250 or more.
 - Observation: Banner Access
 - CAP – The department will review and update Banner access for consistency with employees’ job duties as relevant to their current role.
 - Observation: Pcard Documentation Retention
 - CAP – Although some original PCard receipts were not retained, the risk level was assessed at a C. Therefore, there is no corrective action plan necessary.
 - Observation: Cost Efficiency
 - CAP – Although overall cost efficiency has significantly declined over the last three fiscal years, the risk level was assessed at a C. Therefore, there is no corrective action plan necessary.
 - B. Hellyer advised that she has spoken with the department chair and enrollment has improved slightly, but there are still concerns. There was difficulty recruiting during the COVID-19 pandemic,

due to the hands-on nature of the program. There is also a pay parity issue with the Houston Fire Department, and an apparent general lack of interest for this profession. The pass rate of the licensure exam declined and is anticipated to be much higher for this year. The test structure changed and there have been strategies in place to assist students with that new format. Additionally, the data in the report has not been adjusted for retakes. This is a high-cost program, and enrollment is critical. Several steps have been taken to increase enrollment and student success.

- K. Sinor commented that the trend has shown a decline even before the COVID-19 pandemic.
- B. Hellyer offered that it could be related to losing a faculty member during that time frame, but the more significant decline happened after the pandemic.

3. Automotive Technology

- L. Torres reviewed the executive summary of the Automotive Technology Report, which included a detailed evaluation of the operational efficiency, internal controls and management surrounding employee training between September 1, 2021 – April 30, 2022. The following observations and corresponding Corrective Action Plans (CAP) were noted:
 - Observation: Vehicle Tracking
 - CAP – The department will create and maintain an Excel list of vehicles within the Automotive Technology Programs to ensure consistency in documentation. In addition, titles for vehicles owned by the College will be forwarded to the Safety, Health, Environment, and Risk Management Department upon receipt.
 - K. Sinor asked if the College owns these vehicles.
 - B. Hellyer clarified that some vehicles are owned by the College, and some are loaners from various manufacturers.
 - L. Torres added that some of the agreements have an inventory system as part of the contract term.
 - B. Hellyer added that the department chair has the current inventory, and titles are being verified with the safety office.
 - K. Sinor asked about security measures in relation to these vehicles.
 - L. Torres advised that they are security measures in place to prevent theft or harm to the vehicles.
 - Observation: Contract Oversight
 - CAP – Research will be conducted surrounding the disposition of current unexecuted contracts and steps will be taken to maintain compliance with all terms of current agreements.
 - L. Torres added that contracts are housed with the Procurement department, but the Automotive department did not consistently keep copies of the agreements to ensure terms were being met. The department is remedying this.

- Observation: Banner Access
 - CAP – All Banner access except for student information has been removed from all Automotive Technology faculty who had Banner access.
 - K. Sinor asked if this is an issue with all departments.
 - L. Torres replied that it typically is an issue within most departments because of the way modified access was granted many years ago. The College has changed this process, and it is being addressed at a department level as audits occur. This will ensure that employees only have access as it is required within their current job duties.
 - Observation: Budget Development
 - CAP – Expenditures from budgets will only be for purchases for the budgeted program. Budget transfers will be completed to transfer funds prior to purchases for expenditures beyond the anticipated budget during the budget development period.
 - L. Torres advised that this program has budgets in multiple orgs and in the past, there was not consistent intentionality to purchase and expense out of the appropriate org.
 - Observation: PCard Documentation Retention
 - CAP – Although some original PCard receipts were not retained, the risk level was assessed at a C. Therefore, there is no corrective action plan necessary.
 - Observation: Cost Efficiency
 - CAP – Although overall cost efficiency has significantly declined over the last two fiscal years, the risk level was assessed at a C. Therefore, there is no corrective action plan necessary.
 - B. Hellyer added that this was due to past enrollment trends, but enrollment is now improving and should address the cost efficiency issue.
 - K. Sinor asked what happened after the successful cost efficiency in fiscal year 18-19.
 - B. Hellyer advised that it was related to the COVID-19 pandemic and the enrollment drop from that period. We could not go to any high school recruiting events during COVID. In addition, there was reduced contact hour funding.
 - B. Hellyer will review with the campuses to verify other concerns.
4. Department of Labor Texas is IT
- L. Torres reviewed the audit memorandum of the U.S. Department of Labor (DOL) *Scaling Apprenticeships Through Sector-Based Strategies – Texas is IT* (TXIT), which was a supplemental audit from the subrecipient grant monitoring process of the College. The audit reviewed the period of July 15, 2019 – July 14, 2023, for operational efficiency, internal controls and management surrounding employee training. The following observations and corresponding Corrective Action Plans (CAP) were noted:

- Observation: Compliance
 - CAP – One required bi-annual time and effort certification during the first six months of this past grant year (July 1, 2021 – December 31, 2021) was not completed and retained by the College. Although the individual involved transitioned from a full-time exempt role (and thus required to certify their time) to part-time non-exempt role (who are not required to certify since time is tracked in Web Time Entry) on December 1, 2021, they are still required to submit a certification for the six-month period since most of it was spent as an exempt employee on the grant. No participant or financial documentation issues were noted during sample testing.
 - L. Torres advised that the certification has since been completed.
- Observation: Performance
 - CAP - During the first three years and three months (July 15, 2019 – October 14, 2022) of this four-year grant, the College has spent a total of \$912,823. The funds available to San Jacinto College (SJC), which are not committed to subrecipients, is \$2,456,294 as of October 14, 2022.
 - The breakdown of SJC spend on the TXIT grant is as follows:
 - i. Salaries & Benefits: \$789,683 (includes payroll to facilitate the SJC portion of the grant, as well as funds spent to oversee the subrecipients)
 - ii. Supplies, Equipment, and Travel: \$28,518
 - iii. Student Scholarships: \$10,165
 - iv. Indirect Costs: \$84,457
(Indirect costs are a formulated percentage of general administrative costs allowed by the DOL)
 - CAP – During the first three years and three months (July 15, 2019 – October 14, 2022) of this four-year grant, the College has onboarded 27 student participants from an overall goal of 100 over the course of the grant. TXIT grant leadership should continue to monitor grant performance and implement steps to rapidly increase participation and performance outcomes to meet the stated goals of the grant.
 - L. Torres added that the grant was issued around the time of the COVID-19 pandemic, and the impact of the pandemic did affect the performance to meet expected goals in a timely manner. It set them behind.
 - B. Hellyer asked if this grant received an extension.
 - T. Zamora advised that the College is planning to request a three month no-cost extension. Since this is a collaborative grant with multiple partners, we are working closely with those partnering entities to ensure all the goals of the grant

March 10, 2023 Board Finance Committee Meeting Minutes – Final after Committee approval at next meeting

expectations are met and funding expired. The College has also included additional partners to ensure the grant is spent.

- T. Zamora added that the College could choose to deobligate some of the funding so that other partners in the grant can ensure it is spent and goals are met for the overall grant objectives.

V. The meeting adjourned at 12:29 p.m.

Action Item “IX”
Regular Board Meeting April 3, 2023
Consideration of Approval of Amendment to the 2022-2023 Budget
for Restricted Revenue and Expenses Relating to Federal and State Grants

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve an amendment to the 2022-2023 budget for restricted revenue and expenses related to grants.

BACKGROUND

Federal, state, and local grants may require amendments for receipt of newly awarded grants or changes to existing grants. These amendments should be processed in a timely manner to provide access to funding to meet the objectives set forth within the grant requirements. This budget amendment request includes additions to restricted revenues and restricted expenses as a result of new awards and changes to existing grants received during the month of March 2023.

IMPACT OF THIS ACTION

Approval of the budget amendment will allow the College’s staff to implement the programs in accordance with the requirements of funded award amounts.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

Restricted revenues and restricted expenses will each be increased by \$1,659,935 so the net impact on the College budget is zero.

MONITORING AND REPORTING TIMELINE

The Office of Grants Management provides continuous monitoring of grant operations, which are included in the annual financial report to the Board of Trustees.

ATTACHMENTS

Attachment 1- Budget Amendments- 04-03-23

Attachment 2- Grant Detail- 04-03-23

RESOURCE PERSONNEL

Teri Zamora

281-998-6306

teri.zamora@sjcd.edu

Tomoko Olson

281-998-6146

tomoko.olson@sjcd.edu

SAN JACINTO COLLEGE DISTRICT
Federal, State, and Local Grant Amendments
April 3, 2023

	Fund	Org.	Account	Prog.	Amount Debit (Credit)
<u>U.S. Department of Education - Child Care Access Means Parents in School (CCAMPIS) Program</u>					
<u>(Additional Funds)</u>					
Federal Grant Revenue	538463	56700	554100	110000	(94,913)
Student Aid - Childcare	538463	56700	710000	520221	94,913
					\$ -
<u>U.S. Department of Health and Human Services/Texas Workforce Commission - Temporary Assistance</u>					
<u>for Needy Families (TANF) - 2023 Governor's Summer Merit Program (New Grant)</u>					
Federal Grant Revenue	539355	56700	554100	110000	(65,022)
PT - Institutional	539355	56700	644100	561611	4,800
Instructional Labor - Adjunct	539355	56700	621100	561611	16,560
Fringe Benefits	539355	56700	650000	561611	1,282
Supplies	539355	56700	710000	561611	15,640
Travel	539355	56700	721000	561611	4,500
Contractual Services	539355	56700	731000	561611	22,240
					-
<u>Houston Endowment/San Jacinto College Foundation - Teacher Preparation Program</u>					
<u>at San Jacinto Community College (New Grant)</u>					
Local Grant Revenue	571068	56700	554300	110000	(1,500,000)
Non-Instructional Labor	571068	56700	610000	420550	563,400
PT - Institutional	571068	56700	614100	420550	67,500
PT - Extra Service Agreement	571068	56700	614200	420550	67,500
Instructional Labor - Adjunct	571068	56700	621100	420550	241,924
Fringe Benefits	571068	56700	650000	420550	251,723
Supplies	571068	56700	710000	420550	31,000
Travel	571068	56700	721000	420550	20,527
Contractual Services	571068	56700	731000	420550	256,426
					-
Net Increase (Decrease)					\$ -

Note: Credits to revenues are increases and credits to expenses are decreases.
Conversely, debits to revenue are decreases and debits to expenses are increases.

Grant Funding Summary by Agency:

U.S. Department of Education	\$ 94,913
U.S. Department of Health and Human Services	65,022
Houston Endowment	1,500,000
	\$ 1,659,935

April 03, 2023, Board Book – Grant Amendments Detail List

U.S. Department of Education - Child Care Access Means Parents in School (CCAMPIS) Program (Additional Funds)

The Affordable Accredited Child Care Equals Student-Parent Success (AACCESS) under Child Care Access Means Parents in School (CCAMPIS) Program addresses the need for affordable childcare for low-income student-parents. This grant provides for that. The Children’s Center on the Central campus will expand capacity for additional children of student parents. This is a 4-year grant that will see increased capacity each year. The Department of Education has allocated additional funding for year two of the four-year program.

U.S. Department of Health and Human Services/Texas Workforce Commission - Temporary Assistance for Needy Families (TANF) - 2023 Governor's Summer Merit Program (New Grant)

San Jacinto College will deliver three summer camps for 40 campers each (total 120 campers). Each camp will be scheduled for four full days on Monday through Thursday, ending with a half day on Friday. Total time for instruction is thirty-six (36) hours. The camp focus includes, but is not limited to, mathematics and science related to engineering and science, technology, engineering and mathematics (STEM) careers. Curriculum will include hands-on experiments and experiential activities, small and large group work, and a virtual or in-person STEM presentation.

Houston Endowment/San Jacinto College Foundation - Teacher Preparation Program at San Jacinto Community College (New Grant)

With this award, San Jacinto College will assist local school districts and early childhood partners with addressing the teacher shortage by creating an affordable and meaningful Educational Pathway. This pathway includes multiple industry recognized certificates that stack into the associates of applied science (AAS) degree in Early Childhood and ultimately feeds into a bachelor’s degree in Early Childhood. Additionally, this project will conduct a “teacher in training” apprenticeship program which will allow participants the ability to receive course credit while still working in local schools.

Action Item “X”
Regular Board Meeting April 3, 2023
Consideration of Adoption of a Resolution of Support for
April 2023 as Community College Month as Designated by the
Association of Community College Trustees

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees adopt a resolution in support of April 2023 as Community College Month as designated by the Association of Community College Trustees.

BACKGROUND

The Association of Community College Trustees (ACCT) has designated the month of April as national community college month which was authorized in 1985 by the United States Congress. As part of this designation, an extensive marketing and communication campaign has been developed. The purpose of the campaign is to encourage advocates throughout the country to communicate the importance of community colleges through social media and local press outlets.

ACCT has asked for member community colleges to pass a resolution in support of April 2023 as Community College Month which covers the period from April 1 to April 30, 2023. Also, ACCT has asked for member community colleges to participate in the 2023 campaign which includes communications on social media, which will help with increasing awareness on why community colleges matter, how San Jacinto College is serving its community's needs today, and why public support for community colleges is more important than ever.

IMPACT OF THIS ACTION

This action will adopt a resolution that declares the San Jacinto College Board of Trustees unified support of April 2023 being designated as Community College Month.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

Adoption of the resolution has no specific budget implications.

MONITORING AND REPORTING TIMELINE

The Chancellor will provide updates as needed.

ATTACHMENTS

Attachment 1 – Resolution Recognizing April 2023 as Community College Month

RESOURCE PERSONNEL

Brenda Hellyer 281-998-6100 brenda.hellyer@sjcd.edu

RESOLUTION RECOGNIZING APRIL 2023 AS COMMUNITY COLLEGE MONTH

WHEREAS, the more than eleven hundred community and technical colleges, public and private, in the United States have contributed enormously to the richness and accessibility of American higher education. Nearly half of all undergraduate college students in the nation today are enrolled in community colleges; and

WHEREAS, by providing educational opportunities at costs and locations accessible to all who are qualified, community and technical colleges have greatly enhanced the opportunity for every ambitious student to enter a postsecondary school program. As community-based institutions, our schools provide varied programs and offer specialized training for thousands of occupations; and

WHEREAS, San Jacinto College is the eighth largest community college in Texas and the third largest in the Greater Houston area, and ranks tenth in the nation for associate degrees awarded to Hispanic students; and

WHEREAS, our Southeast Texas and Gulf Coast community is well served by San Jacinto College, as the College has been recognized by the Aspen Institute as one of the top five community colleges in the nation and is again an Aspen Prize for Community College Excellence Finalist for 2023; and

WHEREAS, San Jacinto College has increased the number of degrees and certificates awarded since 2011 by 71.9 percent and has awarded more than 7,000 degrees and certificates in each of the last five years; and

WHEREAS, 41 percent of San Jacinto College students receive some form of financial aid, and thanks to a generous \$30 million donation from philanthropist MacKenzie Scott, San Jacinto College can offer a debt-free certificate or degree to every in-district high school graduate; and

WHEREAS, thousands of people annually receive short-term technical training through the College's Continuing and Professional Development Division, helping to drive the economy of Southeast Texas and the Gulf Coast, getting people the skills they need to earn livable wages to support their families; and

WHEREAS, San Jacinto College trustees and employees serve the higher education community on local, statewide, and national boards including, but not limited to: Rotary and chamber boards, the Greater Houston Partnership, Bay Area Houston Economic Partnership, Economic Alliance Houston Port Region, Texas Association of Community Colleges, Community College Association of Texas Trustees, Association of Community College Trustees, Texas Higher Education Coordinating Board, Texas Community College Teachers Association, and many other organizations that promote the advancement of higher education; and

WHEREAS, in recognition of the important contribution of community and technical colleges to the total educational system in the United States, in 1985 the Congress authorized and requested then President Ronald Reagan to issue Proclamation 5418 establishing a National Community College Month; and

WHEREAS, the Association of Community College Trustees recognizes April 2023 as that official national month; and

NOW, THEREFORE, We, the San Jacinto College Board of Trustees recognize April 2023 as

Community College Month

BE IT FURTHER RESOLVED that this Resolution be included in the permanent minutes of this Board.

ADOPTED THIS 3rd day of April 2023 by the Board of Trustees of San Jacinto College.

San Jacinto College

Marie Flickinger, Chair
Board of Trustees

Keith Sinor, Secretary
Board of Trustees

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the 2023-2024 Annual Priorities for San Jacinto College.

BACKGROUND

For fiscal year 2023-2024, seven annual priorities are recommended. These annual priorities were developed by the Strategic Leadership Team (SLT) including obtaining feedback from various members of their teams and being informed by the work of a variety of councils, committees, and taskforces. The SLT members will work with their respective members of the Strategic Leadership Communication Council (SLCC) to determine the necessary action plans to implement these priorities. The SLCC consists of approximately 150 leaders throughout the College including department chairs, directors, deans, and various other leadership levels across all instructional, support, and functional areas.

IMPACT OF THIS ACTION

The Board’s formal approval of the 2023-2024 Annual Priorities will allow the SLT, SLCC, and employees throughout the College to develop the work plans and related actions necessary to actualize the annual priorities. The 2023-2024 Annual Priorities will align the work of the employees with the College’s vision, mission, values, and strategic plan and will guide the development of individual performance plans for all full-time employees.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The proposed 2023-2024 budget is being prepared based on conservative revenue assumptions consistent with the current economic climate and concerns about the future economic outlook. The College’s strategic plan and proposed 2023-2024 Annual Priorities anchor the 2023-2024 budget development process and are the foundation of budget priorities. The Board of Trustees and the SLT are critically aware that the College must remain committed to our strategic plan and student focused priorities, even considering a challenging economic picture.

MONITORING AND REPORTING TIMELINE

A draft of the proposed 2023-2024 Annual Priorities were previously reviewed by the Board of Trustees. Regular monitoring will occur with the Strategic Leadership Team and periodic updates will be presented to the Board of Trustees.

ATTACHMENTS

Attachment 1 – 2023-2024 Annual Priorities

RESOURCE PERSONNEL

Brenda Hellyer 281-998-6100 brenda.hellyer@sjcd.edu

San Jacinto College

2023-2024 Annual Priorities

- **Maintain Our Commitment to Access, Equity, and Inclusivity** through the use of disaggregated data, inquiry, self-reflection, and analysis. Explore how existing instruction, student support, business practices, policies, initiatives, and programming address access, equity, and inclusivity. Develop and implement strategies that address student outcomes and enhance the sense of belonging for all students and employees. Implement lessons learned by providing accessible programs for the advancement of students and employees of all backgrounds.
- **Expansion of Transfer Opportunities and Awareness:** Improve collaboration with transfer institutions, focusing on institutions that offer exceptional opportunities for students. Review existing institutional- and program-level articulation agreements with an emphasis on benefits to students, scholarships, support strategies, and program placement. Identify and delineate specific courses, barriers, and solutions for success.
- **Career and Workforce Pathways:** Expand workforce programs and develop a responsive talent pipeline. Evaluate curricula to ensure student outcomes reflect workplace culture and employer demand, result in short-term credentials for immediate entry or re-entry into the workforce, and open pathways to certificates and degrees. Strengthen employer relationships, continue sector-based Chancellor's Advisory Councils, and reorganize Program Advisory Committees. Expand hands-on and experiential learning, implement competency-based and credit for prior learning models, strengthen incumbent worker training, and create pathways across noncredit and credit programs.
- **Adaptive Student Support:** Continue to establish a holistic advising system for student career and transfer pathways, offering optimal balance between traditional and virtual student support and specialized advising based on pathways and unique student needs. Refine organizational structure and continue process and technology improvements.
- **Expand Outreach Efforts Through College-Going Opportunities:** Create a strategic enrollment plan to enhance outreach, access, and support for community members who have been historically underrepresented in postsecondary education. Increase participation in Promise @ San Jac and develop responsive strategies to address non-college-going high school graduates. Create recruitment plans for adults who never attended college, did not complete a credential, or who need additional credentials. Design courses that meet the need for entry-level jobs, incumbent worker training, career advancement, basic education, language skills acquisition, and high school equivalency. Establish San Jac Online to market, enroll, and support fully online students.
- **Positioning for the Future:** Respond to workforce demands and challenges in recruitment and retention in today's competitive environment. Expand employee coaching, mentoring opportunities, and knowledge management for critical positions. Build employee and leadership capacity through professional development. Implement actions for sustained organizational wellness, based on employee engagement survey findings. Strengthen employee skills that support a diverse student population.
- **Advance a Culture of Resiliency and Sustainability:** Implement innovative strategies that address regional opportunities and challenges. Demonstrate agility, resiliency, and flexibility through collaboration and proactive anticipation of future challenges. Foster continuous improvement focused on sustainability and aligned to increased student success.

**SAN JACINTO COMMUNITY COLLEGE DISTRICT
PURCHASE RECAP
April 3, 2023**

PURCHASE REQUESTS AND CONTRACT RENEWALS

Purchase Request #1		
Purchase Property Insurance (pgs. 2-3)	\$	4,630,920
Purchase Request #2		
Purchase Casualty Insurance (pg. 4)		384,795
Purchase Request #3		
Additional Funds for Computers and Services (pg. 5)		700,000
Purchase Request #4		
Renew Contract for Parking Lot Paving (pg. 6) and Striping Services		200,000
Purchase Request #5		
Purchase Graduation Event License (pg. 7)		130,000
Purchase Request #6		
Purchase Hydrodynamic Modeling Software (pg. 8)		115,000
Purchase Request #7		
Amend the Contract for Collection of Delinquent Ad Valorem Taxes (pg. 9)		-
Purchase Request #8		
Purchase Police Vehicles (pg. 10)		340,000
TOTAL OF PURCHASE REQUESTS	\$	<u>6,500,715</u>

Purchase Request #1
Regular Board Meeting April 3, 2023
Consideration of Approval to Purchase Property Insurance

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the purchase of property insurance coverage for the College through McGriff Insurance Services (McGriff).

BACKGROUND

The proposed insurance package for the policy year beginning May 1, 2023, will utilize the current underwriters for coverage of physical structures and contents. Due to construction cost inflation, the insurance carriers will adjust the College's Total Insured Values (TIV) over 2022 by 2.8% or \$29,105,553. The renewal TIV is \$1,068,764,576.

The renewal package proposal provides coverage at \$0.433 per hundred dollars of insured value. This rate is an increase of 25.1 percent over last year's rate of \$0.346 per hundred dollars of insured value. Other changes include a \$75,000,000 per occurrence coverage limit for named storm and all other risks (wind, hail, fire, vandalism, tornado). The expiring policy had coverage limits of \$100,000,000. Additionally, the named storm deductible will increase from 2 percent to 3 percent, while the deductible for all other perils remains at \$100,000. The flood coverage limit also remains the same at \$30,000,000.

The property insurance marketplace continues to recoil from the impact of severe weather-related damage on other buildings in Texas and the Gulf Coast region (most recently, 2021 Winter Storm Uri, 2022 Hurricane Ian, January 2023 tornado activity, and other occurrences). Hurricane Ian was the third-costliest weather disaster on record. Such weather-related events continue to drive insurance premium rates higher, making the marketplace extremely volatile with underwriters reluctant to take on increasing risks.

The College continues to enlist the consulting services of Pozmantier, Williams & Stone insurance consultants to review our property insurance coverages. The firm assists in the overall review of the College's insurance policies, specifically related to property, to ensure the property coverage is adequate and meets or exceeds the needs of the College.

McGriff has a contract through Omnia Partners/Region 4 ESC TX cooperative contracts program to provide insurance and risk management services, contract number R191502, that complies with competitive procurement requirements in Texas Education Code §44.031 and is permitted through Texas Government Code §791.001(g).

IMPACT OF THIS ACTION

McGriff has worked on behalf of the College to provide a property insurance package that protects the College's physical assets. The Board's approval will ensure continuity of property insurance coverage for the College.

Purchase Request #1
Regular Board Meeting April 3, 2023
Consideration of Approval to Purchase Property Insurance

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated expenditure will be \$4,630,920 and will be funded from the safety, health, environmental and risk management department's 2022-2023 and 2023-2024 operating budgets.

MONITORING AND REPORTING TIMELINE

The new insurance policy period will be May 1, 2023 through April 30, 2024.

ATTACHMENTS

None

RESOURCE PERSONNEL

Susana Gonzalez	281-998-6129	susana.gonzalez@sjcd.edu
Angela Klaus	281-998-6327	angela.klaus@sjcd.edu

Purchase Request #2
Regular Board Meeting April 3, 2023
Consideration of Approval to Purchase Casualty Insurance

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the purchase of casualty insurance coverage for the College through USI Southwest Services Insurance (USI).

BACKGROUND

USI has historically provided liability and casualty coverage which includes automobile liability (including physical damage), general liability, umbrella liability, law enforcement liability, educators' legal liability (ELL), crime, cyber liability, international travel, environmental pollution, and active shooter/malicious attack liability coverage.

USI has a contract through the ESC Region 19 Allied States Cooperative contracts program to provide supplemental insurance, products, brokerage, and consulting services, contract #19-7337, that complies with competitive procurement requirements in Texas Education Code §44.031 and is permitted through Texas Government Code §791.001(g).

IMPACT OF THIS ACTION

Approval of this purchase will continue the existing liability and casualty insurance coverage for the College. While the overall premium increased 10.6 percent over the expiring term, the automobile liability and physical damage policy increased almost 22 percent, mostly due to the addition of insured units. Our total insured value (TIV) increased from \$2,800,964 to \$3,286,635. This closely aligns with the acquisition of new police units and the expanding truck driving program at Central Campus.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated expenditure for this request will not exceed \$384,795 and will be funded from the safety, health, environmental and risk management department's 2022-2023 and 2023-2024 operating budgets.

MONITORING AND REPORTING TIMELINE

The new insurance policy period will be May 1, 2023 through April 30, 2024.

ATTACHMENTS

None

RESOURCE PERSONNEL

Susana Gonzalez	281-998-6129	susana.gonzalez@sjcd.edu
Karen Allen	281-998-6106	karen.allen@sjcd.edu

Purchase Request #3
Regular Board Meeting April 3, 2023

Consideration of Approval of Additional Funds for Computers and Services

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the expenditure of additional funds for the purchase of computers and services from Dell Marketing L.P. (Dell) for the College.

BACKGROUND

The College's information technology services department utilizes Dell to purchase computers, software, and other technology products and services. The College has identified a need to purchase laptops, desktop computers, monitors, and accessories to refresh existing equipment. The purchased equipment provides employees and students access to reliable and state of the art technology equipment.

Dell has a contract through the Texas Department of Information Resources (DIR) cooperative contracts program to provide computers, laptops, tablets, servers, printers, peripherals and other technology products and services, Contract Number # DIR-TSO-3763, and complies with the competitive procurement requirement in Section 44.031 of the Texas Education Code and is permitted through Section 791.001(g) of the Texas Government Code.

IMPACT OF THIS ACTION

Refreshing existing computers will improve the performance and reliability of technology in labs and offices, bringing them into compliance with existing infrastructure.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

In August 2022, the Board approved an expenditure of \$950,000 for computers, software, and services. This request will increase the total amount approved by \$700,000 to a total of \$1,650,000. This increased expenditure will be funded from the Higher Education Emergency Relief Fund grant.

MONITORING AND REPORTING TIMELINE

All purchases will be completed by June 30, 2023.

ATTACHMENTS

None

RESOURCE PERSONNEL

Allen Bourque	281-998-3494	allen.bourque@sjcd.edu
Karen Allen	281-998-6106	Karen.Allen@sjcd.edu

**Purchase Request #4
Regular Board Meeting April 3, 2023
Consideration of Approval to Renew Contract for
Parking Lot Paving and Striping Services**

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees renew a contract with RMB Management dba Corestone Construction Services (Corestone) for asphalt and concrete parking lot paving and striping services for the facilities services department.

BACKGROUND

Due to the volume of cars, traffic, and demand for parking on each campus, upgrades and repairs to parking lots is limited to off-peak hours. Facilities services coordinates multiple asphalt and concrete paving and striping projects during these lower-usage periods to minimize the disruption to students, faculty, and staff. To accommodate the small window of availability, it is advantageous to have a contractor to complete projects around the campuses.

Request for proposals #19-13 was issued January 11, 2019, to procure asphalt and concrete paving and parking lot striping services, which complies with the competitive procurement requirements per Texas Education Code §44.031(a). The Board approved the original contract with Corestone in April 2019.

IMPACT OF THIS ACTION

Corestone is engaged to perform repairs and upgrades to maintain hazard-free walkways and parking surfaces. The facilities services department can perform minor repairs, but services of a qualified contractor are required for larger projects, such as resurfacing or restriping entire parking lots.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated annual expenditure for this request is \$200,000 and will be funded from the facilities services department's fiscal year 2022-2023 and 2023-2024 operating budgets.

MONITORING AND REPORTING TIMELINE

This renewal will exercise the final of four one-year renewal options available. The new contract term will be April 9, 2023 through April 8, 2024.

ATTACHMENTS

None

RESOURCE PERSONNEL

Bryan Jones	281-998-6343	bryan.jones@sjcd.edu
Ron Andell	281-542-2016	ron.andell@sjcd.edu
Genie Freeman-Scholes	281-998-6349	genevieve.scholes@sjcd.edu

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve an event license with SMG/NRG Park, as the venue for the May 2023 graduation ceremony.

BACKGROUND

This is a licensing agreement with SMG to host the College’s spring commencement ceremonies at NRG Stadium in NRG Park on Friday, May 19, 2023. This will be the eighth College commencement event held at NRG Stadium. Previous ceremonies included approximately 8,700 guests and over 1,000 graduation participants.

Leasing of an event venue is precluded from the competitive bidding requirements mandated by Chapter 44 of the Texas Education Code.

IMPACT OF THIS ACTION

Approval of the licensing agreement will facilitate access to a large facility and allow the College to conduct one commencement ceremony for all graduates.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated expenditure for the license fee and event expenses will not exceed \$130,000. This expenditure will be funded from the Student Services’ 2022-2023 operating budget.

MONITORING AND REPORTING TIMELINE

None

ATTACHMENTS

None

RESOURCE PERSONNEL

Joanna Zimmermann	281-476-1873	joanna.zimmermann@sjcd.edu
Tami Kelly	281-476-1843	tami.kelly@sjcd.edu
Damon Harris	281-998-6103	damon.harris@sjcd.edu

Purchase Request #6
Regular Board Meeting April 3, 2023

Consideration of Approval to Purchase Hydrodynamic Modeling Software

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the purchase of Hydrodynamic Modeling Tool (HDMT) software from Kongsberg Digital Simulation Inc. (Kongsberg) for the maritime services simulation department.

BACKGROUND

The College's maritime simulation suite includes Kongsberg simulators used to train licensed mariners. Kongsberg simulators provide efficient and realistic training to build vital skills that promote safety, cost-efficiency, and sustainability in operations at sea. Crucial to realistic training is the ability to provide a range of hydrodynamic ship models with six degrees of freedom, ensuring an excellent level of vessel motion accuracy. Each vessel must be created and built individually to be added to the simulation inventory. Currently, the College possesses basic software capabilities to design vessels but lacks the software to add hydrodynamic programming to make the vessel models maneuver realistically in the Kongsberg simulation scenario.

Kongsberg is a sole source provider of hydrodynamic modeling software for use with the Kongsberg bridge simulator and is exempt from the competitive bidding per Texas Education Code §44.031(j). Sole source number 1591 has been assigned.

IMPACT OF THIS ACTION

This purchase of the HDMT software and training from Kongsberg will allow the College to respond to industry partner training needs by decreasing the development time of new vessels to be added to the simulator, such as the development of a new fire boat model to be delivered from the vendor to meet the training needs of Port Houston. The boat is backordered and the only source to have this modeling performed is Kongsberg, which allows the maritime program greater responsiveness to local maritime industry needs.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The expenditure for this request is \$115,000 and will be funded from the Higher Education Emergency Relief Fund grant.

MONITORING AND REPORTING TIMELINE

This purchase will be completed by June 30, 2023.

ATTACHMENTS

None

RESOURCE PERSONNEL

Kenneth Tidwell	281-478-3684	kenneth.tidwell@sjcd.edu
Bryan Elliott	281-974-2200	bryan.elliott@sjcd.edu
Karen Allen	281-998-6106	karen.allen@sjcd.edu

Purchase Request #7
Regular Board Meeting April 3, 2023
Consideration of Approval to Amend the Contract for
Collection of Delinquent Ad Valorem Taxes

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve an amendment to the contract with Danny J. Snooks, Attorney at Law, to collect delinquent ad valorem taxes, penalties and interest on behalf of the College. The term of the contract shall be extended through June 30, 2024.

BACKGROUND

In accordance with Section 6.30 of the Texas Property Tax Code, San Jacinto Community College District has contracted with Danny Snooks, Attorney at Law, to collect its delinquent taxes since 2007. In accordance with the Texas Property Tax Code, Mr. Snooks' services are compensated by the delinquent taxpayer based on an additional penalty of twenty percent (20%) of the taxes, penalty and interest paid. Mr. Snooks is responsible for all collection and processing expenses. Additionally, he has invested resources in technology, staff, and other systems to perform these collection efforts.

IMPACT OF THIS ACTION

It is recommended that the contract for collection of delinquent taxes be amended and extended pursuant to the terms of the contract approved by the Board in April 2007.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

Continuation of these services will result in the recovery of additional delinquent ad valorem taxes and the related penalty and interest which are general revenue of the College.

MONITORING AND REPORTING TIMELINE

Performance under this contract will continue to be monitored throughout the term of the contract.

ATTACHMENTS

None

RESOURCE PERSONNEL

Teri Zamora	281-998-6306	teri.zamora@sjcd.edu
Damon Harris	281-998-6103	damon.harris@sjcd.edu

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the purchase of seven new police vehicles from Caldwell Country Ford for the police department.

BACKGROUND

The police department maintains a fleet of police vehicles utilized for campus patrol and official police transportation functions. Vehicles in the police department fleet are driven daily, sometimes twenty-four hours a day, and this high-usage results in additional maintenance needs and a shorter lifespan per vehicle. Repair costs have risen as the fleet ages. The optimal driving schedule per vehicle is two shifts per day, allowing the vehicle to rest on a third shift. Currently, there are not enough vehicles in the fleet to accommodate this schedule. The police department needs to purchase seven new vehicles to keep the fleet fully operational and meet the demands of increased patrols as the department nears full staffing levels.

Caldwell Country Ford has a contract through the BuyBoard cooperative contract program for police vehicles, contract #601-19. This contract complies with competitive procurement requirements in Texas Education Code §44.031 and is permitted through Texas Government Code §791.001(g).

IMPACT OF THIS ACTION

Approval of this purchase will provide the police department with seven new Ford Police Interceptor Utility vehicles. These vehicles are based on the Ford Explorer model but are equipped with additional safety, durability, and performance features specifically designed for law enforcement. Purchasing these vehicles will reduce the daily stress placed on the current fleet and expand the usable life of existing police vehicles.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The expenditure for this request is \$340,000 and will be funded from the police department's 2022-2023 operating budget.

MONITORING AND REPORTING TIMELINE

None

ATTACHMENTS

None

RESOURCE PERSONNEL

Teri Zamora	281-998-6306	teri.zamora@sjcd.edu
Sabrina Naulings	281-998-6151	sabrina.naulings@sjcd.edu
Melissa Fuqua	281-998-6378	melissa.fuqua@sjcd.edu

Item "A"
Regular Board Meeting April 3, 2023

Approval of the Minutes for the March 6, 2023, Workshop and Regular Board Meeting

RECOMMENDATION

The Chancellor requests that the Board of Trustees approve the minutes for the March 6, 2023, Workshop and Regular Board Meeting.

San Jacinto College District Board Workshop March 6, 2023

The Board of Trustees of the San Jacinto Community College District met for a Board Workshop at 5:00 p.m., Monday, March 6, 2023, in Room 201 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

MINUTES

	Board Workshop Attendees:	Board Members: Marie Flickinger, Erica Davis Rouse, Dan Mims (left during closed session), John Moon, Jr., Keith Sinor, Dr. Ruede Wheeler, Larry Wilson Chancellor: Brenda Hellyer Other: Lisa Brown (attorney), Sandra Ramirez, Mandi Reiland, Teri Zamora
	Agenda Item:	Discussion/Information
I.	Call the Meeting to Order	Chair Flickinger called the workshop to order at 5:01 p.m.
II.	Roll Call of Board Members	Board Chair Flickinger conducted a roll call of the Board members: Erica Davis Rouse Marie Flickinger Dan Mims (left during closed session) John Moon, Jr. Keith Sinor Dr. Ruede Wheeler Larry Wilson
III.	Adjournment to closed or executive session pursuant to Texas Government Code Section 551.071, 551.074, and 551.076 of the Texas Open Meetings Act, for the following purposes: Legal Matters,	Chair Flickinger adjourned to closed session at 5:02 p.m. The Board members listed above as attending and Chancellor Brenda Hellyer were present for the closed session. Other attendees are noted below. 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. Attendees: Lisa Brown (attorney), Sandra Ramirez, Mandi Reiland, Teri Zamora b. Personnel Matters - For the purpose of considering the appointment, employment, evaluation,

	Personnel Matters, and Security Matters	<p>reassignment, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee. It was determined after time of posting that no personnel matters needed to be discussed.</p> <p>c. Security Matters - To consider the deployment, or specific occasions for implementation, of security personnel or devices. Attendees: Lisa Brown (attorney), Sandra Ramirez, Mandi Reiland, Rob Stanicic, Teri Zamora</p> <p>Dan Mims left the workshop during the closed session.</p>
IV.	Reconvene in Open Meeting	Chair Flickinger reconvened to open meeting at 6:17 p.m.
V.	Review Credit Tuition Schedule, Exemptions, and Waivers	<p>Teri Zamora reviewed the College’s proposed tuition rates, exemptions, and waivers. The proposed tuition rates per semester credit hour (SCH) for Fall 2023 are as follows:</p> <ul style="list-style-type: none"> • In-district \$83 (increase from \$78) • Out-of-district \$144 (increase from \$135) • Out-of-state/International \$223 (increase from \$210) <p>The increases average a 6.4 percent increase over the rates currently in place.</p> <p>Teri provided an overview of San Jacinto College’s proposed tuition rate compared to local competitor colleges’ current tuition rate, not including their additional fees. Compared to their current rates, San Jacinto College’s tuition rate is on the lower end.</p> <p>Compared to other Community Colleges in Texas, San Jacinto College will still have low tuition rates with the statewide average being \$102 in-district, \$159 out-of-district, and \$221 out-of-state. Most Colleges also have other fees that are not calculated into these totals.</p> <p>Dr. Brenda Hellyer informed the Board members that they have an action item to vote for this tuition rate increase, which was the rate that was reviewed at the January 30 Board workshop.</p> <p>The action item clarifies that there will be no change in the additional tuition charge of \$75 per SCH which is assessed on all courses attempted three or more times (Texas Education</p>

		<p>Code 54.014). The College receives no state funding for these course enrollments. Additionally, the action item clarifies there were no changes to the non-enrollment fees for installment payment plans and for return check, testing, collection agency, and audit course charges.</p> <p>Teri reviewed the tuition waivers and exemptions which will be approved in a separate action item. No new tuition exemptions and waivers are being recommended.</p> <p>Keith Sinor questioned why the dual credit amount is down. Brenda responded that dual credit was down the last fiscal years. In 2021, the College had a significant increase in dual credit then a decrease the second year of COVID. The fluctuation is due to the impacts of COVID and students progressing. This past fall, the College had 6,574 dual credit students and Fall 2021 the College was at 6,291 versus 6,800 the year before.</p>																																								
<p>VI.</p>	<p>Review Change to Tuition Discount for Employee Dependents and Spouse</p>	<p>Brenda informed the Board that previously on December 12, 2022, the Board approved a \$30 tuition discount per SCH for employee dependents and spouses. The fiscal affairs department was working on implementing this employee benefit and discovered it would be a very manual process to apply this discount per SCH. The Banner student and fiscal system requires establishing the discount as a percentage, and not a dollar amount. The Board is being asked to approve an action item modifying the discount as a percentage rather than as dollar amounts which are displayed in the table below.</p> <table border="1" data-bbox="630 1297 1414 1623"> <thead> <tr> <th colspan="4">EFFECTIVE SUMMER 2023</th> </tr> <tr> <th>Residency</th> <th>Tuition per SCH</th> <th>% Discount per SCH</th> <th>\$ Discount per SCH</th> </tr> </thead> <tbody> <tr> <td>In-District</td> <td>\$78</td> <td>39%</td> <td>\$30.42</td> </tr> <tr> <td>Out-of-District</td> <td>\$135</td> <td>23%</td> <td>\$31.05</td> </tr> <tr> <td>Out-of-State</td> <td>\$210</td> <td>15%</td> <td>\$31.50</td> </tr> </tbody> </table> <table border="1" data-bbox="630 1476 1414 1623"> <thead> <tr> <th colspan="4">EFFECTIVE FALL 2023 (following proposed tuition increase)</th> </tr> <tr> <th>Residency</th> <th>Tuition per SCH</th> <th>% Discount per SCH</th> <th>\$ Discount per SCH</th> </tr> </thead> <tbody> <tr> <td>In-District</td> <td>\$83</td> <td>37%</td> <td>\$30.71</td> </tr> <tr> <td>Out-of-District</td> <td>\$144</td> <td>21%</td> <td>\$30.24</td> </tr> <tr> <td>Out-of-State</td> <td>\$223</td> <td>14%</td> <td>\$31.22</td> </tr> </tbody> </table> <p>The Board had no questions regarding this item.</p>	EFFECTIVE SUMMER 2023				Residency	Tuition per SCH	% Discount per SCH	\$ Discount per SCH	In-District	\$78	39%	\$30.42	Out-of-District	\$135	23%	\$31.05	Out-of-State	\$210	15%	\$31.50	EFFECTIVE FALL 2023 (following proposed tuition increase)				Residency	Tuition per SCH	% Discount per SCH	\$ Discount per SCH	In-District	\$83	37%	\$30.71	Out-of-District	\$144	21%	\$30.24	Out-of-State	\$223	14%	\$31.22
EFFECTIVE SUMMER 2023																																										
Residency	Tuition per SCH	% Discount per SCH	\$ Discount per SCH																																							
In-District	\$78	39%	\$30.42																																							
Out-of-District	\$135	23%	\$31.05																																							
Out-of-State	\$210	15%	\$31.50																																							
EFFECTIVE FALL 2023 (following proposed tuition increase)																																										
Residency	Tuition per SCH	% Discount per SCH	\$ Discount per SCH																																							
In-District	\$83	37%	\$30.71																																							
Out-of-District	\$144	21%	\$30.24																																							
Out-of-State	\$223	14%	\$31.22																																							
<p>VII.</p>	<p>Update on May 2023 Board Election</p>	<p>Teri provided an update on the May 2023 Board Election, including a timeline showing what steps of the election process have been completed and which are still pending. The first day of early voting will be April 24 with the last</p>																																								

		<p>day of early voting being May 2, and the regular election day will be held on May 6. She explained that an action item during tonight’s Board meeting is requesting Board approval of the contract with Harris County to run this year’s election. The final contract with the County will be received on March 9, and the executed contract must be returned to the County by March 20.</p> <p>Brenda asked the Board members if they are available May 15 at 11:00 a.m. for a short special board meeting to canvass board election results. A quorum will be needed for this meeting.</p> <p>The Board members present agreed they can attend this meeting and will make a quorum.</p> <p>Teri provided a timeline of election communications including news releases and social media campaigns. Historically, election notifications to voters were required to be posted in newspapers, but now there are three options for areas of posting including in the local newspaper, in a public place in each election precinct no later than 21 days before the election, or by mailing a notice to each voter no later than ten days before the election. The College plans to publish the notification of elections via newspaper.</p> <p>Erica Davis Rouse asked if the College will be holding an event on election day. Brenda responded that we had not planned on it. The reason it was done previously is because the College ran its own election, and that was the only way to get election results since the count was managed by the College. With the County running the election this year, a gathering is not needed to view results.</p> <p>The Board members agreed with the recommendation to not have an election watch party.</p>
VIII.	Update on State and Federal Legislative Sessions and the Texas Commission on Community College Finance	<p>Brenda provided an overview of the State and Federal legislative sessions.</p> <p>On the Federal side, rules have been released around the Community Grant Projects (formerly earmarks). The grants are much more restrictive and cannot be submitted through several agencies such as Department of Education, Department of Labor, and Health and Human Services. Teri</p>

		<p>Crawford is working with Tom Downs to understand what this means for the College. The Maritime Centers of Excellence language had some changes so MARAD is leaving the program as it stands while they go through the Federal Registry process to seek input and comments. San Jacinto College will remain a Center of Excellence until the process completes.</p> <p>On the State side, Representative Dennis Paul was selected to serve as the Vice Chair of Higher Education, so San Jacinto College has a local member serving as Vice Chair in both the House and the Senate. The Texas Community College Commission on Finance recommendations were filed as House Bill 8. The low bill number shows that this bill is a priority for the Speaker of the House. We are reviewing the bill and have been asked to provide comments through the Texas Association of Community College (TACC). San Jacinto College has also been asked to provide some input to clarify and improve the bill. We are working through these details.</p> <p>Brenda explained that Teri Crawford has been providing information about legislation filed on property taxes, as lowering property taxes is a priority for the Speaker, Lt. Governor, and Governor. Community Colleges are requesting to be excluded from the many property tax bills being filed. In addition, Senator Middleton indicated that he intends to sign onto two bills which will reduce the ability of universities to charge tuition to students who transfer from a community college with core courses that the university transfers as an elective course instead of towards a degree.</p> <p>Keith asked what the legislature plans to do with property taxes.</p> <p>Brenda responded there are several bills, but there appears to be an interest in raising the homestead exemption. There are also concerns that this avenue does not provide any relief for businesses. There are several bills being filed around property taxes, but community colleges do not seem to be included in them. We are continuing to monitor these bills.</p>
IX.	Review of Calendar	<p>Brenda announced that the Board strategic planning retreat will be Friday, March 10, with the Finance Committee meeting following. The March 21 Building Committee meeting has been cancelled. She announced that the Aspen Prize ceremony will be April 20 in Washington, DC. A</p>

		<p>limited number of College representatives can attend. Currently Dan Mims, Erica Davis Rouse, and Keith Sinor will be attending along with Brenda, Teri Crawford, and Laurel Williamson. Each campus will be hosting a watch party that the Board members who are not traveling to DC are being asked to attend. The Aspen ceremony conflicts with the Foundation Executive Committee Meeting, which will be rescheduled. She reviewed the remaining items on the Board calendar and asked the Board members to let Mandi Reiland know if they would like to attend any of the listed events.</p>
X.	General Discussion of Meeting Items	<p>Brenda provided the Board with a summary of delegations of authority. At the January 30 Board Meeting, a delegation for electricity and natural gas was given to allow negotiations for the best rates. A new contract for electricity was executed on February 15, 2023, for a term beginning December 1, 2026, through November 30, 2029. A new contract for natural gas was executed on February 15, 2023, for a term beginning May 1, 2024, through April 30, 2026. The rates are lower than the College’s current contracted rates.</p>
XI.	Adjournment	<p>Chair Flickinger adjourned the workshop at 6:42 p.m.</p>

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

March 6, 2023

The Board of Trustees of the San Jacinto Community College District met at 7:00 p.m., Monday, March 6, 2023, 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
John Moon, Jr., Vice Chair
Keith Sinor, Secretary
Larry Wilson
Dr. Ruede Wheeler

Absent: Dan Mims

Chancellor: Brenda Hellyer

Others Present: Michelle Cantu-Wilson Tami Kelly
Teri Crawford Aaron Knight
Kim DeLauro DeRhonda McWaine
Durrell Dickens Lamar McWaine
Destry Dokes Alexander Okwonna
Chris Duke Esmeralda Parrales
Teddy Farias Linda Pennington
Rachel Garcia Sandra Ramirez
Scott Gernander Mandi Reiland
George González Shelley Rinehart
Kevin Hale Eddy Ruiz
Brad Hance Sonia Townsend
Damon Harris Karen Wheeler-Hall
Allatia Harris Van Wigginton
Joseph Hebert Christopher Wild
Bo Hopper Laurel Williamson
Carin Hutchins Noveta Wimbley
Robert Jeter III Teri Zamora
Matt Keim

Call the Meeting to order: Chair Flickinger called the Regular Meeting of the Board of Trustees to order at 7:00 p.m.

Roll Call of Board Members: Chair Flickinger conducted a roll call of the Board members:

Erica Davis Rouse
Marie Flickinger
Dan Mims (absent)

John Moon, Jr.
Keith Sinor
Dr. Ruede Wheeler
Larry Wilson

Invocation and Pledges to the Flags:

The invocation was given by Dr. Alexander Okwonna. The pledges to the American flag and the Texas flag were led by Keith Sinor.

Special Announcements, Recognitions, Introductions, and Presentations:

1. Dr. Laurel Williamson recognized the Monument Award Program recipients for the Fast Track Tuition Discount Program Core Team.
2. Teri Zamora recognized the Monument Award Program recipients for the Dual Credit Improvements Team.

Student Success Presentations:

1. George González presented the Holistic KPI Dashboard Update (through Lens of Equity).

Communications to the Board:

The following items were reviewed and distributed to the Board as communication items:

1. A thank you was sent to the Board from Sherry Mays for the plant sent in memory of her son.
2. A thank you was sent to the Board from Larry and Carol Wilson for the plant sent in memory of Carol's mother.
3. A thank you was sent to the Board from Erin Callahan for the plant sent in memory of her grandmother.
4. A thank you was sent to the Board from Rob and Kara Stanicic for the plant sent in memory of her aunt.
5. A thank you was sent to the Board from Julie Kinstley for the plant sent in memory of her father.
6. February Opportunity News
7. Spring 2023 Career Focus

Public Comment:

There were two citizens desiring to speak before the Board.

1. Robert Jeter III
2. Kevin Hale, Faculty Senate President

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 Monthly Financial Statements January 2023
 - b. San Jacinto College Monthly Investment Report January 2023
- B. San Jacinto College Foundation Financial Statements
- C. Capital Improvement Program

**Motion 10254
Consideration of
Approval of
Amendment to the
2022-2023 Budget for
Restricted Revenue
and Expenses
Relating to Federal
and State Grants**

Motion was made by John Moon, Jr., seconded by Larry Wilson, for approval of Amendment to the 2022-2023 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants.

Motion Carried.

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

**Motion 10255
Consideration of
Approval of Tuition
Schedule and Other
Student Charges,
Effective Fall 2023**

Motion was made by Keith Sinor, seconded by Larry Wilson, for approval of Tuition Schedule and Other Student Charges, Effective Fall 2023.

Motion Carried.

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

**Motion 10256
Consideration of
Approval of Tuition
Exemptions and
Waivers for Fiscal
Year 2024**

Motion was made by Dr. Ruede Wheeler, seconded by John Moon, Jr., for approval of Tuition Exemptions and Waivers for Fiscal Year 2024.

Motion Carried.

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

**Motion 10257
Consideration of
Approval of
Percentage Tuition
Discount for
Employee Dependents
and Spouse**

Motion was made by Keith Sinor, seconded by Erica Davis Rouse, for approval of Percentage Tuition Discount for Employee Dependents and Spouse.

Motion Carried.

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

**Motion 10258
Consideration of
Ratification of
Emergency Purchase
– Diagnostic Testing
and Temporary
Power Installation**

Motion was made by Larry Wilson, seconded by Dr. Ruede Wheeler, for ratification of Emergency Purchase – Diagnostic Testing and Temporary Power Installation.

Motion Carried.

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

**Motion 10259
Consideration of
Adoption of
Resolution of Support
for the Texas
Commission on
Community College
Finance
Recommendations**

Motion was made by Erica Davis Rouse, seconded by John Moon, Jr., for adoption of Resolution of Support for the Texas Commission on Community College Finance Recommendations.

Motion Carried.

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

**Motion 10260
Consideration of
Approval of an
Associate of Applied
Science in
Engineering
Technology**

Motion was made by Dr. Ruede Wheeler, seconded by John Moon, Jr., for approval of an Associate of Applied Science in Engineering Technology.

Motion Carried.

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

**Motion 10261
Consideration of
Approval of Associate
of Applied Science in
Biomanufacturing
Technology**

Motion was made by John Moon, Jr., seconded by Keith Sinor, for approval of Associate of Applied Science in Biomanufacturing Technology.

Motion Carried.

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

**Motion 10262
Consideration of
Purchasing Requests**

Motion was made by Dr. Ruede Wheeler, seconded by Keith Sinor, for approval of the purchasing requests.

Purchase Request #1	
Renew Contract for Plumbing Services	\$500,000
Purchase Request #2	
Purchase Election Services	500,000
Purchase Request #3	
Renew Contract for Grant Development Services	490,000
Purchase Request #4	
Additional Funds for Temporary Staffing Services	200,000
Purchase Request #5	
Purchase CNC Machining Equipment	190,000
Purchase Request #6	
Purchase High Fidelity Simulation Equipment	150,000

Purchase Request #7	
Purchase Telecommunication Circuit Services	141,000
Purchase Request #8	
Contract for Engineering Services for North Campus Electrical Infrastructure Upgrades	<u>212,500</u>
TOTAL OF PURCHASE REQUESTS	\$2,383,500

Motion Carried.

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

**Motion 10263
Consent Agenda**

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

- A. Approval of the Minutes for the January 30, 2023, Workshop and Regular Board Meeting
- B. Approval of the Budget Transfers
- C. Approval of Personnel Recommendations and Extra Service Agreements (ESA)
- D. Approval of the Affiliation Agreements
- E. Approval of the Next Regularly Scheduled Meeting

Motion Carried.

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

**Items for Discussion/
Possible Action**

There were no additional items discussed.

Adjournment:

Chair Flickinger adjourned the meeting at 7:50 p.m.

Item "B"
Regular Board Meeting April 3, 2023
Approval of the Minutes for the March 10, 2023, Board Strategic Planning Retreat

RECOMMENDATION

The Chancellor requests that the Board of Trustees approve the minutes for the March 10, 2023, Board Strategic Planning Retreat.

SAN JACINTO COLLEGE DISTRICT
Board of Trustees Strategic Planning Retreat Minutes
March 10, 2023

The Board of Trustees of the San Jacinto Community College District met at 8:00 a.m., Friday, March 10, 2023, in room A-1.201 of the Administration Building, 4624 Fairmont Parkway, Pasadena, Texas for a strategic planning retreat.

Members Present: Erica Davis Rouse, Marie Flickinger, Dan Mims, John Moon, Jr., Keith Sinor, Larry Wilson

Members Absent: Dr. Ruede Wheeler

Others Present: Brenda Hellyer, Sandra Ramirez, Mandi Reiland, Laurel Williamson, Teri Zamora

I. The meeting was called to order at 8:03 a.m. by Chair Marie Flickinger.

II. Roll Call of Board Members

Erica Davis Rouse, Marie Flickinger, Dan Mims, John Moon, Jr., Keith Sinor, Dr. Ruede Wheeler (absent), Larry Wilson

III. Review Budget Development Timeline for Fiscal Year 2023-2024

A. Teri Zamora reviewed the budget development timeline for Fiscal Year (FY) 2023-2024. She reviewed the goals and assumptions that will be used throughout the budget development process. She also reviewed the budget plan and timing for the process.

B. Teri provided an overview of reviewed the Fiscal Year 2024 preliminary estimates. The state allocations are estimated based on the proposed Texas Community College Commission on Finance (TXCCCF) recommendations which would be an increase with the new funding model. Maintenance and Operations ad valorem tax is six percent over FY23 based on estimated growth in the tax base. There is a decrease of \$7.6 million due to the Higher Education Emergency Relief Fund (HEERF) grant ending. She explained that the estimates on tuition are based on the tuition rate increases recently approved by the Board on March 6, offset with a balancing for enrollment expectations. Teri explained that the labor line item has an increase because of the allocation of four percent performance pay and \$1.5 million for HEERF funded positions that will move from HEERF funding to College funding, less the reserves. This preliminary estimate also includes additional faculty positions approved recently by the Strategic Leadership Team (SLT).

C. Teri explained the additional initiatives approved by the SLT and items that are awaiting further action. The SLT approved ten new faculty positions and an

adjunct rate increase from \$48 to \$50 which is included in the budget draft. The items waiting further action are new funding requests, new non-faculty position requests, deferred maintenance, technology infrastructure, repairs and replacements, new programs, recommendations from the job evaluation study, and other potential strategic items.

- D. Dr. Brenda Hellyer added that she would like the Board to consider the approval of the adjunct rate increase at the April Board meeting so that recruiting and hiring can begin earlier. We need to stay competitive and not delay on hiring.
 - E. Erica Davis Rouse asked if there are any cost-of-living increases. Brenda said she will cover this in another section of the retreat today.
 - F. Members were comfortable with the plans and timelines.
 - G. Marie Flickinger asked on the status of the Promise program as of today and how long we can sustain it without additional funds. Brenda responded that the plan is to keep the program going. The Foundation has raised a significant amount of funds to help continue supporting the program as well as funds endowed and those set aside for immediate expenditure from the MacKenzie Scott donation.
 - H. Keith Sinor asked what is budgeted per cohort. Teri responded that there are approximately 50% on financial aid, so the estimates are based off of that. She said that for the fall (first large cohort) cost was approximately \$1.2 million. She said that she estimates \$5 million per cohort.
 - I. Brenda added that she will have a model prepared to show the Board the estimates and plans for sustaining the program and the funds per cohort.
 - J. Group discussed the Promise program.
- IV. Review Financial and Operating Comparisons of the Ten Largest Colleges in Texas
- A. Teri provided an overview of the financial and operating comparisons of the ten largest colleges in Texas for Fiscal Year 2022. The comparisons include data on the top ten largest colleges in Texas and include data on headcount, dual credit enrollment, academic vs technical, contact hours, size of facilities, outstanding debt, district population, assets, liabilities, net position, primary revenues, operating expenses, etc.
 - B. Teri also provided an overview of the financial and operating comparisons of the ten largest colleges in Texas for Fiscal Year 2019. The comparisons include data on the top ten largest college in Texas and include data on headcount, dual credit enrollment, academic vs technical, contact hours, square footage and type of facilities, outstanding debt, district population, assets, liabilities, net position, primary revenues, operating expenses, etc.
 - C. Brenda asked for the Board members to let her know if there is any additional information they would like to receive.
- V. Review Employee Engagement Survey
- A. Brenda provided background on the past surveys implemented at the College that assessed organizational wellness. She stated the current survey was implemented in October 2022. She explained that she presented this to the College community at College Community Day in February.
 - B. Sandra Ramirez provided an overview of the participation benchmarks and the

score calculation format for the employee engagement survey.

- C. Sandra reviewed the dimension summary that shows the metrics that will be discussed today.
- D. Marie asked why the data on San Jacinto College as a whole would be lower if the job, team, and leader portions are high. Sandra responded that those questions were very high level and strategic related. She can get the questions to the Board. Marie said she would like to see that information.
- E. Sandra also reviewed the data on overall score grouped by years of service, overall score by employee type, five highest scores, and the five lowest scores. She explained that this data includes the global and educational services benchmarks.
- F. Brenda added that there are many avenues for collecting feedback and encouraging engagement, but she said she and the SLT are having conversations to review and develop other ways to increase in this area.
- G. Sandra reviewed the calculation for the engagement index, engagement index by employee type, and the timeline of the work that is continuing with leaders and employees based on the survey results.
- H. Erica asked if they reviewed the data in more depth to identify areas that need improvement. Sandra responded that this work is ongoing. Her team is meeting with leaders to assess departments and team feedback.
- I. The process will continue every other year.
- J. Sandra reviewed ways to improve employee engagement.
- K. Marie asked if they feel that when decisions or improvements are made based on these surveys, that the updates are communicated to the employees. Brenda responded yes, but this can be improved.
- L. Group discussed the survey and options for improvement.
- M. Members agreed that the Chancellor having more chats or employee forums would be beneficial.
- N. They also noted that based on the data reviewed today, the administration needs to find a way to reduce the fear of retaliation. It is hard to fix issues when it is submitted anonymously. Some things can be addressed but most cannot.

VI. Review Employee Diversity Progress

- A. Sandra reviewed the employee diversity progress for the College. She provided an overview of background on the affirmative action plan (AAP) and the accomplished and current AAP goals.
- B. Sandra reviewed the data on workforce analytics. This included data on all full-time new hires, all full-time faculty new hires, and all full-time staff and administrator new hires. She also reviewed the information that is available on the online dashboard. In addition, she reviewed a breakdown of the headcount of all full-time employees by race/ethnicity for the last three fiscal years with this information also broken down by full-time faculty and part-time faculty. Data was presented on headcount percent by fiscal year and gender for all full-time staff/administrators and faculty.
- C. Sandra covered the data on separations by institutional category and race/ethnicity for FY 2021-2022. Brenda added that student services have had a 20% turnover,

so this is an area of concern.

- D. Sandra provided an overview of the data on full-time employee turnover, full-time faculty turnover, and full-time staff/administrators turnover.
 - E. The group discussed the employee diversity progress.
 - F. Sandra reviewed the data on separations by race, category, and type for FY 21-22 for all full-time employees.
 - G. Dan Mims said that we are not just competing with other colleges for employees; we are competing nation-wide with non-educational industries and companies.
 - H. Erica asked about the higher number of involuntary separations of Black employees as compared to the other populations. Sandra responded that they would look further into that data. After review of the data in more detail, it was determined that nine of the eleven employees who left the College under this category were from the closing of the children's center at North Campus.
 - I. Brenda added that retirements are increasing. Also, there has been an increase in performance related issues, some of which are resulting in involuntary separations.
- VII. Update on Job Evaluation Study
- A. Mandi Reiland left the retreat for the update on the job evaluation study.
 - B. Sandra provided an update on the job evaluation studies for staff and faculty which included what is in progress and the next steps.
 - C. Materials were distributed that show the list of organizations used as benchmarks for faculty and staff.
- VIII. Review Draft of Fiscal Year 2023-2024 Annual Priorities
- A. Brenda reviewed each of the draft annual priorities that are proposed for 2023-2024. The 2022-2023 annual priorities were provided for reference. She explained that she would like to take this to the Board for approval at the April meeting.
 - B. Erica suggested editing the wording for "advance a culture of resiliency and sustainability" to show it is for the region. Brenda said the wording will be updated to reflect that.
 - C. Brenda asked the members to review the information and let her know if they have any other questions or suggested changes.
 - D. Brenda added that the current strategic plan was provided for reference today, and the plan ends in 2024. Brenda asked the Board to provide her with thoughts on how they would like to develop a new plan. She said it is likely we will need to have a retreat with the Board to begin this work.
- IX. Update on Minority- and Women- Owned Business Enterprise (MWBE) Project
- A. Teri reviewed the goal, rationale, and method regarding the MWBE project and progress. She provided background on the update to data on vendors. Also, she provided the next steps leading to reporting and actions moving forward. Once established, the report will be presented to the Board semi-annually.
 - B. There were no questions on this item.
- X. Review Status of Construction Projects and Master Plan Development Process

A. Capital Projects Update

- Chuck Smith provided an overview of the capital projects. He included updates on safety metrics and the current status of various projects across the College.
- There were no questions on this item.

B. Ballpark Upgrades

- Brenda provided background on how this work developed. She explained that to continue to have successful baseball and softball programs, we need to consider improvements on the facilities. She explained that there are no funds available for this, but the needs assessment is currently happening, and funding opportunities will be assessed after a plan is developed.
- Chuck provided an overview of the plan for ballpark upgrades. Chuck explained that this work also includes transitioning to the one-college Raven mascot. He presented the rules of engagement on this project as well as the progress on the scope of work.
- Group discussed.
- The Board members were comfortable with moving forward with additional assessment on this project.
- Also, the Board approving funds with fence work this summer was discussed. This request for approval will be brought forward at a future Board meeting.

C. 2033 Master Plan Process

- This item was tabled due to time and will be presented at an upcoming workshop.

D. Solar Panel Challenges

- Chuck provided an overview of the current solar panel challenges. He reminded the Board of the approved policy on sustainable energy management. He provided updates on the solar master plan, roof replacements, and rebates. The issue is that CenterPoint has not provided approval for the utilization of the installed solar panels. He explained the path forward by continuing to meet with CenterPoint, engaging a consultant to aid in certifying College calculations, and preparing to work with the Public Utility Commission, if needed.
- Group discussed.
- Brenda asked if the Board members were supportive of the proposed next steps. Members present were comfortable with Chuck moving forward with a resolution. Brenda will bring updates back to the Board as this progresses.

XI. Adjournment to closed or executive session pursuant to Texas Government Code Section 551.071, 551.074, and 551.076 of the Texas Open Meetings Act, for the following purposes:

- 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.
- 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.
- c. Security Matters - To consider the deployment, or specific occasions for implementation, of security personnel or devices.

It was determined after the time of posting that a closed session was not needed.

XII. Wrap-up with Summary for Follow-up

A. Nothing additional was discussed.

XIII. Adjournment

A. The retreat was adjourned at 12:01 p.m.

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve budget transfers for February 2023 which have been made in accordance with appropriate accounting procedures.

BACKGROUND

Adoption of the budget by the Board of Trustees prior to September 1 of each year serves as the authorization to expend funds for the next fiscal year. The budget is adopted by functional classification (or cost elements: Instruction, Public Service, Academic Support, Student Services, Institutional Support, and Operation and Maintenance of Plant) as defined by the National Association of College and University Business Officers (NACUBO). Realizing that the budget is a living document that reflects the evolving needs of the College in terms of meeting goals and objectives, occasional movement of budgeted funds between cost elements is desirable and warranted. The budget transfers under consideration represent previously authorized expenditures that are requested to be reclassified from one cost element to another cost element.

IMPACT OF THIS ACTION

Approval of the budget transfers allows the College to more effectively utilize existing resources in fulfilling its instructional objectives.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This request is a reclassification of existing authorizations.

MONITORING AND REPORTING TIMELINE

None

ATTACHMENTS

Attachment 1 – Budget Transfers

RESOURCE PERSONNEL

Teri Zamora	281-998-6306	teri.zamora@sjcd.edu
Carin Hutchins	281-998-6109	carin.hutchins@sjcd.edu
Dianne Duron	281-998-6347	dianne.duron@sjcd.edu

SAN JACINTO COLLEGE DISTRICT
 Budget Transfers Related to Fiscal Year 2022-23
 for February 2023

ELEMENT OF COST	DEBIT	CREDIT
INSTRUCTION	\$ 36	\$ 2,433
PUBLIC SERVICE	\$ -	\$ -
ACADEMIC SUPPORT	\$ 13,031	\$ 76,123
STUDENT SERVICES	\$ 1,667	\$ -
INSTITUTIONAL SUPPORT	\$ 76,970	\$ 22,142
PHYSICAL PLANT	\$ 8,993	\$ -
AUXILIARY ENTERPRISES	\$ -	\$ -
	\$ 100,698	\$ 100,698

RECOMMENDATION

The administration recommends that the Board of Trustees approve the following Affiliation Agreements:

Central Campus

Department

Allied Health Programs and Medical Imaging

Affiliation Entity

Baylor St. Luke’s Medical Center

Medical Imaging

KS Management Services, LLC

North Campus

Department

Medical Assisting

Affiliation Entity

DaVita Dialysis Contracting, LLC

South Campus

Department

Physical Therapy Assistant

Affiliation Entity

Breathing Center of Houston

Pharmacy Technician

QuVa Pharma, Inc.

RATIONALE

The Affiliation Agreements were reviewed by the College’s external legal counsel.

FISCAL IMPLICATIONS TO THE COLLEGE

N/A

CONTACT PERSONNEL

Daniel J. Snooks, Attorney

Laurel Williamson

281-998-6184

laurel.williamson@sjcd.edu

Item “F”
Regular Board Meeting April 3, 2023
Approval of the Next Regularly Scheduled Meeting

RECOMMENDATION

The next regularly scheduled meeting of the Board of Trustees will be Monday, May 1, 2023.