

San Jacinto College District Board Workshop June 7, 2021

The Board of Trustees of the San Jacinto Community College District met at 5:00 p.m., Monday, June 7, 2021, in Room 201 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

MINUTES

	Board Workshop Attendees:	Board Members: Erica Davis Rouse, Marie Flickinger, Dan Mims, John Moon, Jr., Keith Sinor, Dr. Ruede Wheeler, Larry Wilson Chancellor: Brenda Hellyer Other: Chris Gilbert (attorney), Allatia Harris, Sarah Langlois (attorney via conference call), Sandra Ramirez, Mandi Reiland, and Teri Zamora
	Agenda Item:	Discussion/Information
I.	Call the Meeting to Order	Board Chair, Marie Flickinger, called the workshop to order at 5:02 p.m.
II.	Roll Call of Board Members	Marie Flickinger, Erica Davis Rouse, Dan Mims, 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 and 551.074 of the Texas Open Meetings Act, for the following purposes: Legal Matters and Personnel Matters	Chair Flickinger adjourned to closed session at 5:03 p.m. Board members, Chancellor Hellyer, Sandra Ramirez, Mandi Reiland, and Teri Zamora were present for the entirety of the closed session. 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. Attorney Chris Gilbert attended in person for a portion of the closed session. Attorney Micki Morris was contacted via conference call for a consultation. a. 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	<p>Chair Flickinger reconvened to open meeting at 6:09 p.m.</p> <p>Sandra Ramirez left the meeting and Dr. Allatia Harris joined.</p>
V.	Update on COVID Response and Status of Enrollment	<p>Teri Zamora provided an update on the College’s continuing COVID response and the College’s enrollment status. The College is now fully open for business with minimal constraints. Screening forms and door monitors have been removed. Face coverings are optional but are encouraged for non-vaccinated individuals. We continue to monitor local conditions. The Harris County COVID positivity rate has declined. We are working with Harris County Public Health on walk-in vaccination clinics. Beginning tomorrow, we will have the clinics weekly on Tuesday, Wednesday, and Thursday in the Welcome Centers at Central, North, and South. We will also provide vaccinations onsite during special events.</p> <p>Administrators and staff are back 100% as of June 1. The College’s Policy IV.4005.A allows up to two days remote work per week for employees with their leader’s approval. Faculty returned to pre-COVID schedules today, June 7. We have also restored the 40-hour, 4½ day summer work week which will be effective until August 1. Teri explained that face-to-face (F2F) events and limited travel are now allowed with Strategic Leadership Team (SLT) approval. The Office of Emergency Management serves as consultant for the safety of planned event, travel, and other topics, as needed.</p> <p>Teri provided an update of the Higher Education Emergency Relief Funding (HEERF). We are still planning for the best of federal funds to benefit student success. The funding is in three buckets including emergency funding to students, institutional funding, and funding due to the College being a Hispanic Serving Institution (HSI). A process to distribute the Response and Relief funds for emergency funding to students has been put in place. A link has been added on the College website that allows students to apply for emergency funding. Recovery Act emergency funding will be distributed to students fall 2021 and spring 2022.</p> <p>Keith Sinor asked how the College plans to distribute \$21 million.</p> <p>Teri responded that the same system developed for the past emergency funds will be utilized with some modifications. For fall 2020 and spring 2021, we had a cap of \$1,200 per</p>

	<p>student, and a cap of \$700 and \$600 for summer 2021. We are planning to adjust our amounts given the larger amount of funding for upcoming terms. The funds can also go toward tuition with the student's written permission. We have talked to institutions that have included this option, and most students prefer the money in cash rather than have it go toward their tuition.</p> <p>Dr. Brenda Hellyer added that as we move into fall, the cap will most likely be higher for Pell Grant students to meet the need requirement specified by the federal government.</p> <p>Erica Davis Rouse asked if the distribution is done separately like a paycheck. Teri responded the students are given one payment of \$1,200. Brenda commented that we will confirm with Robert Merino if this is still the plan.</p> <p>Teri resumed her presentation and provided information on other categories where the institutional portion of the emergency relief funding will be allocated including two required categories: implementation of evidence-based steps to monitor and suppress coronavirus and outreach to all financial aid recipients or applicants.</p> <p>Keith asked if this is reported back to the Department of Education (DOE). Teri responded that this will be reported back to DOE quarterly. We are also hiring a grant manager to manage the distribution of COVID funding.</p> <p>Teri provided an update on enrollment. The College is currently offering 48 percent of courses F2F/hybrid and 52 percent of courses online. We have additional capacity in all modalities. Our summer enrollment is down 3.7 percent compared to last summer and 2.6 percent compared to summer 2019. This summer, 11 percent of academic students chose F2F and hybrid, and 56 percent of technical students chose F2F and hybrid. Sections being offered in the fall are 60 percent F2F/hybrid and 40 percent online.</p> <p>Fall enrollment is down 21.6 percent compared to last year and 25.8 percent compared to fall 2019. As of today, 45 percent of academic students have chosen F2F and hybrid, and 67 percent of technical students have chosen F2F and hybrid for fall.</p>
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<p>VI.</p>	<p>Discuss 21Forward Scholarship</p>	<p>Dr. Allatia Harris provided information on the 21Forward Scholarship Program. This scholarship allows 2021 high school seniors to attend San Jacinto College full-time or part-time to work toward 60 credits. The courses taken can be credit or non-credit. The program was announced at the College’s taxing district high school graduations. To date, we have had 15,000 hits to the website, and there appears to be a great amount of interest. We have a media campaign that will keep students apprised to what is happening with this program and expect to see many students enrolling this summer. Students must be enrolled for at least six credit hours in the fall 2021 semester to be eligible for this program. Students will be required to take courses every fall and spring and the summer is optional to complete their 60 credits by December 2024.</p> <p>Erica asked if Clear Brook High School students that do not live in the San Jacinto College taxing district are eligible. Brenda explained the eligibility for this program is listed on the website and these types of questions are also addressed.</p> <p>Brenda explained that the website states the student(s) must live in the San Jacinto College taxing district when graduating. Homeschool, private school, and GED graduates are also eligible. We are also adding that any student(s) living in the College’s taxing district at the time of graduation who attended another high school outside of the San Jacinto College taxing district will be eligible.</p>

		<p>We have utilized COVID relief funds to hire additional financial aid processors, scholarship processors, and educational planners to assist with this program. Students must also apply for financial aid annually and are required to complete the verification process. We think this requirement will be the issue. We have set aside about \$6 million of COVID funds for this program based on what we saw from the Promise Pell rate, number of students we believe will come forward, and student’s applying for financial aid. We have set aside additional funds if needed.</p> <p>Allatia added that this is also a big step toward introducing the culture of having our students apply for state or federal financial aid which keeps the College a HSI institution.</p> <p>Brenda explained we have some Promise students who might decide to transition to the 21Forward program instead. Allatia is working closely with the school districts to manage that piece.</p> <p>Erica asked if the students would apply on one application or if they would need to submit an application for each program. Allatia responded that our tech support and business offices have been assessing how to manage this. Because Promise program students filled out a pledge, it is established as a cohort and is therefore a separate program and set up differently. The students have until July 15 to enroll for their 12 hours. We will not know until mid-July how many students are staying in the Promise program. She explained the application process and how the students are coded in our system.</p>
<p>VII.</p>	<p>Update on State and Federal Legislative Sessions</p>	<p>Brenda provided a brief update on the State and Federal Legislative Sessions and asked the Board to review the distributed document.</p> <p>On the Federal side, the San Jacinto College Maritime Technology and Training Center has been recognized as a 2021 Center of Excellence for Domestic Maritime Workforce Training and Education (CoE) by the United States Department of Transportation’s Maritime Administration (MARAD).</p> <p>On the State side, the College will be down approximately \$1.5 or \$1.6 million this biennium so this reduction has been built into the budget. The TRUE bill was approved but did not</p>

		receive funding. The Community College Finance Commission was approved and will look at the long-term sustainability of community colleges across the State and the gaps around funding and level of support. She explained that the distributed handout lists other bills that were approved or died during the legislative session. Overall, there were not many negative bills for the College.
VIII.	Discuss Board Oath of Office and Officers Election Process	Brenda provided an overview of the process for the Board oath of office and officers election process.
IX.	Review of Calendar	Brenda reviewed the calendar with the Board. She reminded them about their required Cybersecurity training and the upcoming Board Retreat. She also highlighted a few upcoming events.
X.	General Discussion of Meeting Items a. Clarify Transcript Notation Policy	Brenda explained that Larry Wilson had a question about this policy during the last Board meeting. There was an error on the summary document that was provided during the last Board meeting, so the Board was given an updated document. She explained the following sentence has been added to the policy to provide clarification: “The purpose in requiring institutions to use this notation is so that all colleges and universities in the state of Texas will be notified if a student is no longer eligible to reenroll in a specific institution in the state of Texas due to disciplinary reasons at the institution where the disciplinary outcome occurred.” No other items were discussed.
XI.	Adjournment	Chair Flickinger adjourned the workshop at 6:52 p.m.