

San Jacinto College District Board Workshop June 6, 2022

The Board of Trustees of the San Jacinto Community College District met at 5:15 p.m., Monday, June 6, 2022, in Room 201 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

MINUTES

	Board Workshop Attendees:	Board Members: Marie Flickinger, Dan Mims, John Moon, Jr., Keith Sinor, Dr. Ruede Wheeler, Larry Wilson Absent: Erica Davis Rouse Chancellor: Brenda Hellyer Other: Allatia Harris, Micki Morris (attorney – via conference call), Mandi Reiland, Teri Zamora
	Agenda Item:	Discussion/Information
I.	Call the Meeting to Order	Board Chair, Marie Flickinger, called the workshop to order at 5:16 p.m.
II.	Roll Call of Board Members	Board Chair Flickinger conducted a roll call of the Board members: Erica Davis Rouse (absent) Marie Flickinger 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	Board Chair Flickinger adjourned to closed session at 5:17 p.m. The Board members listed above as attending, Chancellor Brenda Hellyer, Mandi Reiland, and Teri Zamora were present for the closed session. <ul style="list-style-type: none"> 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. <ul style="list-style-type: none"> • Conference call with attorney Micki Morris b. Personnel Matters - For the purpose of considering the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or

		<p>employee or to hear complaints or charges against a public officer or employee.</p> <ul style="list-style-type: none"> • It was determined that no personnel matters needed to be discussed.
IV.	Reconvene in Open Meeting	Board Chair Flickinger reconvened to open meeting at 6:07 p.m.
V.	Review Draft 2022-2023 Annual Priorities	<p>Dr. Brenda Hellyer informed the Board members that the Strategic Leadership Team (SLT) are still working on the 2022-2023 annual priorities. A draft of the annual priorities with tracked changes was distributed to the Board. Brenda informed the Board that the College will continue the focus on equity and transfer opportunities and awareness. The College will focus on institutional level and program level articulation agreements. She provided an overview of the terminology that was updated under Career and Workforce Pathways. The SLT also recommended developing a system to better align credit to non-credit programs, which is not something the College focused on at in the past. We will continue to expand our work around holistic advising and outreach efforts. We have added the Promise program into the high school populations priority and included the focus on online populations to look at expanding online programs for the future. Positioning for the Future is focused on recruiting and retaining the workforce. Culture of Resiliency and Sustainability is going to be focused on continuous improvement and how to respond to what we are hearing from employers and making sure we are changing within the institution.</p> <p>Dr. Ruede Wheeler asked where online programs are currently offered.</p> <p>Brenda responded that they are offered across the College. Each campus has different courses, but we do not effectively market “Online at San Jac”. We are looking at how to make this more of a focus for marketing in order to meet the preferences of students.</p> <p>Brenda explained that the annual priorities she reviewed are still a draft but will be ready to present to the Board for approval by the August Board meeting. She asked the Board to review the current draft and let her know if they have any questions or changes by the end of the week.</p>

<p>VI.</p>	<p>Review Status of Mascot Selection Process</p>	<p>Dr. Allatia Harris provided an update on the mascot selection process. The mascot selection committee has 25 participants, including students. The first two phases, generating ideas and narrowing those ideas, have been completed. A total of 1,373 responses, and 355 mascot suggestions were received. More than 700 responses were from students, 264 were from employees, and 379 were from alumni. Each person on the committee was asked to choose their top three mascot choices and have a discussion supporting their decision. The final eight recommendations are: Hurricanes, Jaguars, Blue Jays, Phoenix, Ravens, Stars, Titans, and Pumas.</p> <p>Larry Wilson asked if the committee looked at mascots for all Texas community colleges. Allatia responded that the committee looked at the mascots for colleges and high schools in our area to make sure we did not duplicate a local mascot. The eight recommendations listed above have gone to the SLT and their top three choices are the Ravens, Jaguars, and Stars. Marketing has been asked to draft a design for each of the top three choices to be sent to the students to vote in the fall.</p> <p>Some Board members voiced that all participants in the original survey should be able to participate in the final vote.</p> <p>Brenda responded that Allatia will check the charter to confirm the process regarding who has the final vote and update the Board during the August Board workshop. Preliminary designs for the three top choices will also be presented to the Board during this meeting.</p>
<p>VII.</p>	<p>Discuss Letters of Intent for 2022-2023 Softball Team</p>	<p>Brenda explained that in April during a routine audit, the NJCAA determined that two of the College’s letters of intent for softball were not electronically submitted for this past season. The penalty for this violation is receiving 20 letters of intent instead of 24 letters. Coach Kelly Saenz normally gives letters of intent to those athletes who do not have scholarships, so we have pulled these back. We told the athletes that this means they can still play for the College but can also go to another institution. All four athletes have indicated they plan to stay at the College.</p> <p>Allatia explained that the forms were completed but did not get submitted electronically for some reason. We believe it is related to the NJCAA implementing a new system. We had to resend two letters of intent and they were signed.</p>

<p>VIII.</p>	<p>Update on Fiscal Year 2023 Budget</p>	<p>Teri Zamora presented on the Fiscal Year (FY) 2023 Budget. She reviewed the sources of revenue: student enrollment, State, business, and residential. Student enrollment increased from 36 percent in 2021 to 37 percent in 2022. The state budget decreased from 23 percent in 2021 to 22 percent in 2022. Business and residential remained the same percentage with business being at 28 percent and residential being at 12 percent, totaling 40 percent. She presented on the process and assumptions for FY 2023 budget sources of revenue. We are using realistic conservative estimates while developing this budget. There is an increase in tuition forecasted for additional Promise students, with reductions in exemptions and bad debt set asides. Our percentage of bad debt has decreased over the years. The second year of the biennium for State allocation is already set. The College received an increase in its tax base per the estimate that we received in April, which we are anticipating will happen for August. We receive the next to last estimate on July 25 and the certified estimate in mid-August. We are currently showing a nine percent growth in our tax-base, equaling \$6 billion, which is a significant increase from last year. We are also increasing our interest rate forecast as interest rates are growing exponentially. Teri presented three revenue scenarios including the College’s adopted budget, a lower scenario, and a higher scenario.</p> <p>Dan Mims asked if Higher Education Emergency Relief Funding (HEERF) funds run out in 2023. Teri responded that is correct. The Department of Education sent a letter to all institutions that received HEERF informing them that they can officially extend the HEERF funds through June 30, 2023, then it ends.</p> <p>Teri resumed her presentation and provided an overview of the revenue scenario assumptions. The State allocation will remain the same as last year. The higher scenario of the Maintenance & Operations (M&O) taxes includes a nine percent increase with the lower scenario including a four percent increase. The Colleges HEERF funds will be slightly lower than last year due to some recovery and making up lost funds. Regarding tuition, in the lower scenario we are budgeting the same as last year with a few modifications on the exemptions and bad debt. The higher scenario, which we are projecting based on the growth in Promise, assumes a two percent increase. Sales and service would increase by seven percent for the higher scenario and remain the same for the</p>
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IX.	Update on Energy Savings Measures	<p>Teri provided an update on energy saving measures for summer 2022. She covered ongoing initiatives that are covered by LoanSTAR and those covered by the 2015 Bond. She will present a plan to submit a second LoanSTAR proposal to the Board in August. We determined what buildings can be shut down due to less students being on campus in an attempt to save energy during the summer. This effort resulted in consolidating summer schedules into fewer buildings with 11 percent of total space being out of service on Central Campus, 13 percent at North Campus, and 10 percent at South Campus. Closing these buildings saved approximately \$220,000 this summer, roughly 7 percent of the current annual electric budget of \$3.2 million.</p>
X.	Update on Summer and Fall Enrollment	<p>Teri provided an update on summer and fall enrollment. The College’s headcount enrollment is currently down 5.4 percent compared to summer 2021 and down 8.9 percent compared to</p>

		<p>summer 2020. She provided a chart to show the decrease in enrollment in comparison to 2020 and 2021.</p> <p>Keith asked if the decrease in enrollment might be because the Promise program is not until fall and high school students may have enrolled in the summer if they were not in this program.</p> <p>Teri responded that this is a possibility that we had not considered and can look into it.</p> <p>Brenda responded that we also offered for students to retake failed classes for free last summer and that increased enrollment. The emergency funding that we were offering students last summer also helped to increase the enrollment.</p> <p>Teri provided an update on fall enrollment. The College’s headcount enrollment is up 9.7 percent compared to last year and down 14 percent compared to fall 2020.</p> <p>Brenda explained that we are working to get a base year comparison to see how this decline in enrollment will impact funding with the State. She provided an update on COVID. Harris County Public Health (HCPH) has removed the COVID testing site that was located on Central Campus. A smaller mobile testing site is set-up and removed each week on Mondays and Tuesdays only. Our goal is to get back to the enrollment numbers we had prior to COVID. Applications are increasing because of Promise but we are also looking at the best way to reach all students. Our fall face-to-face course enrollment is higher than what we saw during the summer for fall and last year, so we need to keep looking at options to meet student’s preference.</p>
<p>XI.</p>	<p>Update on State and Federal Legislative Sessions</p>	<p>Brenda provided an update on the State and Federal legislative sessions. At the State level, recommendations are coming to the Community College Finance Commission. A framework around recommendations has been created and the Texas Association of Community Colleges (TACC) is also putting together recommendations. Detailed recommendations will be worked on after the June meeting. She provided an overview of the recommendations from TACC. These were put together by the TACC Executive Committee and had unanimous support. These recommendations have also gone to the Community College Association of Texas Trustees (CCATT) and Texas Community College Teachers Association (TCCTA).</p>

XII.	Review of Calendar	Brenda reviewed the calendar with the Board and asked them to let Mandi Reiland know if they would like to attend any of the listed events.
XIII.	General Discussion of Meeting Items	Additional purchasing supporting documents were provided to the Board as informational items.
XIV.	Adjournment	Chair Flickinger adjourned the meeting at 7:02 p.m.