

San Jacinto College District Board Workshop April 5, 2021

The Board of Trustees of the San Jacinto Community College District met by videoconference at 5:30 p.m., Monday, April 5, 2021, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas. Due to health and safety concerns related to COVID-19, this workshop was made available to the public via a live-stream. At least a quorum of the Board was present in accordance with the provisions of Sections 551.125 or 551.127 of the Texas Government Code that have not been suspended by order of the governor.

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: Bo Hopper, Matt Keim, Micki Morris (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 5:32 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, 551.072, and 551.074 of the Texas Open Meetings Act, for the following purposes: Legal Matters, Real Estate, and Personnel Matters	Chair Flickinger adjourned to closed session at 5:34 p.m. Sandra Ramirez, Mandi Reiland, and Teri Zamora were present for the closed session for a consultation with attorney, Micki Morris, via conference call. It was determined that no real estate or personnel matters needed to be discussed. 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. a. Real Estate – For the purpose of discussing the purchase, exchange, lease or value of real property. 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	Chair Flickinger reconvened to open meeting at 5:43 p.m.
V.	Update on Ice Storm	<p>Teri Zamora provided an update on the February ice storm. The South Campus Science and Allied Health Building (S1) sustained the most damage and is in the process of being repaired. The construction and painting are substantially completed, specialty tile work and touch up work are remaining, new flooring installation is 80% complete, and furniture reinstallation and office content move began today. A lot of detail cleaning is ongoing and four office sets including two large conference tables have been ordered.</p> <p>Teri provided photos to show rooms where the sheetrock, base, ceiling, walls, and carpet have been repaired and repainted in the second-floor corridor, room 116, and room 143 of S1. We are still working through some of the instructional equipment but anticipate a full move-in by May 15.</p> <p>She provided an update on the status of outstanding repairs and recovery of buildings at Generation Park, Central, and North campuses that sustained damage. At Generation Park, a new chiller package at the cost of \$189,000 was purchased and will be delivered by May 31. The building is currently fully operational with a rental chiller. The Center of Petrochemical, Energy, and Technology on Central campus has ongoing work on the steam boiler and reverse osmosis system. North campus Interactive Learning Center has information technology (IT) and electrical work that will be finalized this week and the gymnasium floors are scheduled to be repaired. We are going through and getting reports from occupants on various cosmetic repairs.</p> <p>Teri stated it was confirmed that the property insurance deductible is calculated per occurrence rather than by building due to this being an unnamed storm. We have an active claim in progress with the total deductible being \$50,000. We also have a claim in progress with FEMA for the deductible amount and other non-insured but FEMA eligible costs. Money wise, this does not seem to be a big event for the College.</p>

		<p>Teri provided an overview of the financial impacts of the repair and replacements estimates due to the storm per campus: Central and North campuses are both estimated to cost \$75,000 each, S1 on South is estimated to cost \$4.1 million, repairs for the remainder of South campus is estimated to cost \$65,000, and Generation Park is estimated to cost \$250,000. These estimates include College employee labor, parts, contractors, flooring, and furniture costs. Payroll for additional onsite employees for the week of the closure will cost \$100,000. Total expected cost of repair and replacement is estimated to be \$4.7 million.</p> <p>Teri explained the next steps regarding this event which are:</p> <ul style="list-style-type: none">• Completing investigations of all of the freeze related failures to understand the sequence of events that resulted in damage and how to better prepare for future events.• Receive and replace freeze damages HVAC coils which are expected to arrive by April 22.• The actual cost that will be taken to the insurance and FEMA will be brought to the Board for ratification since they were incurred under the Chancellor’s emergency authority. The flooring, restoration company, and furniture were over the \$100,000 emergency authority limit. <p>Teri added that we are not anticipating any issues collecting from insurance.</p> <p>Dan Mims questioned why S1 was the building that sustained the most damage. Teri responded that it was because the length of time that we were without electricity caused the air handlers to not circulate. Where the units and pipes were placed in the building is also a factor. It could have happened at several buildings if the storm had been longer. Once we saw what was happening at S1 we turned everything off and drained the pipes in all of the buildings.</p> <p>Board members agreed they would like to see the results of the study to understand future mitigation should another storm like this one occurs and to understand what was different that caused S1 to sustain the most damage.</p>
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<p>VI.</p>	<p>Update on State and Federal Legislative Sessions</p>	<p>A summary on federal and state legislative updates was provided. Brenda Hellyer provided a summary of the updates.</p> <p>On the Federal side, the House of Representatives passed a bill that would allow congressionally directed appropriations, formerly called earmarks. The College had two earmarks about eight to nine years ago, one from Congressman Gene Green for Maritime and one from Congressman Pete Olsen around Veteran’s workforce training.</p> <p>The College currently has five earmark requests that are drafted, and we are in the process of requesting support from each of our Congressional members and Senators. We have an Aerospace Training request that we believe Congressman Nehls and Congressman Babin will support. We have a fire protection program request to Congressmen Nehls for approximately \$750,000 for a new fire truck. For Health Sciences, we are requesting about \$576,000 total for new simulation equipment for our nursing programs at each campus. For Maritime, we are asking for approximately \$554,000, and for Process Safety Management we are requesting \$500,000. Brenda mentioned Senator Garcia is supportive of some of these requests. She explained the timeline and process of moving the letters through for approval.</p> <p>On the state side, the Senate Finance passed SB1 (Senate Bill 1) out of committee and had some workgroup recommendations. The Senate workgroup did not take the Texas Association of Community Colleges’ (TACC) recommendation for the weight of student success points, which is an issue.</p> <p>Brenda provided an overview of the TACC recommendations which includes student success points that came from the Senate workgroup and the TACC taskforce recommendations. The Senate was not in agreement with the TACC recommendations and modified the recommended success points. Brenda feels this discounts our degrees and certificates.</p> <p>Brenda provided background on how these recommendations were pulled together by TACC. The hope is to meet with Senator Creighton’s office to get a better understanding of where these recommendations from the Senate came from and how to move forward. The Senate also took \$86 million out of</p>
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	<p>contact funding and moved to success points. The House put the TACC recommendations for success points in Article XI and also put \$50 million extra of hold-harmless funding and put in Article XI which will be evaluated. Next steps will be a conference committee from both the Senate and House being established, and they will negotiate the differences and final budget.</p> <p>Erica Davis Rouse asked how the critical fields are determined. Brenda responded that the critical fields are outdated and had been determined 12-15 years ago. TACC made a recommendation to change these to targeted fields based on demand and income that would be generated so they have agreed to relook at those.</p> <p>John Moon, Jr. questioned what our weighting is of critical field degree certification versus non. Brenda responded she has a file with this information and will provide data to him later.</p> <p>Brenda provided an overview of the TACC recommendations funding ask and what was decided by the House and Senate. There are approximately 30 colleges that are receiving reduced funding, including San Jacinto College with approximately a \$1 million reduction.</p> <p>Brenda presented details on the Texas Reskilling and Upskilling in Education (TRUE) initiative which is a special item with a \$50 million ask. Senator Creighton and Representative Tan Parker have sponsored this bill and it has received a lot of support on the Senate side.</p> <p>She provided an update on the community college financing commission that had its first hearing last week and received a lot of support. This commission is seeking solutions for the variance of funding across community colleges in order to develop a sustainability plan.</p> <p>Brenda summarized a few bills that are currently moving through the legislative session. She highlighted SB 1092 and SB 1231 which relate to fees for textbooks that are built into tuition. Teri Crawford is working to make sure the College's Open Books model is protected through these two bills.</p> <p>Larry Wilson asked what high demand areas are considered regarding HB 3348. Brenda responded that these areas are</p>
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		determined by each community college by working with their region. This bill would allow all community colleges approved to increase the bachelor's degrees offered in high demand workforce areas from three to five per college.
VII.	Review 2021-2022 Budget Process	<p>Teri Zamora provided an overview of the 2021-2022 budget process. The goals this year are to ensure long term viability of the College to serve students and the community, facilitate a stable College workforce including reengagement of the performance management process, and support growth in student enrollment.</p> <p>She added that we still have uncertainty in all of our revenue streams, and we want to spend what we do have strategically. There will be targeted efforts at Generation Park and to 2020 and 2021 high school graduates. We will also be working to coordinate what we can do with the federal COVID relief funds. Moving forward, the plan is to have the Board approve annual priorities earlier in the budget process to ensure the budget is aligned with the approved annual priorities. She provided the budget timing and actions that will be taken each month leading up to the August 2nd presentation of the budget to the Board of Trustees for approval. She also provided an update on the revenue estimation plan.</p>
VIII.	Update on COVID Response	<p>Brenda Hellyer provided an update on the COVID response. The College continues to monitor local, state, and federal guidance and updates our FAQ's online. We are planning for increased onsite classes, activities, and events. Next steps will be bringing staff and administrators presence onsite 100 percent beginning June 1. Faculty will return to pre-COVID schedules beginning with the summer term dependent on course enrollment. The College will be restoring 40 hour, 4 ½ day summer work weeks beginning May 31 through August 1. We will be gathering employee vaccination status on a voluntary basis. Summer will be 50 percent face-to-face/hybrid classes offered and 50 percent online. Enrollment is currently up 18 percent compared to summer 2020 but is down 12 percent compared to summer 2019. The plan for fall semester is to be 60-70 percent face-to-face/hybrid classes offered with the remainder online. Brenda reiterated that we will pivot if needed due to COVID levels in Harris County.</p> <p>Erica asked if we had any modalities that performed better to help with considerations to determine schedule needs based on student success outcomes. Brenda responded that this will</p>

	<p>be covered in Dr. Laurel Williamson’s presentation during the Board meeting.</p> <p>Brenda asked for feedback on when the Board members would like to return to face-to-face meetings. She suggested June as a good time to return to normal operations for Board Meetings. Board members agreed with this timeline and commented they need to be the lead in returning onsite and this aligns with when employees are being asked to return 100 percent. Brenda added that we will look at a social distancing structure and how to manage public comments. Zamora will check to see if a formal action is needed since the Board passed a resolution last March.</p> <p>Teri presented on the Higher Education Emergency Relief Funding. We have about \$300,000 remaining from the CARES Act and are working through a plan for a program to help students that have failed a course come back and retake the course. In December 2020, the College received \$4.5 million in emergency funding to students, \$19 million in institutional funding, which needs to be spent in relation to COVID, and approximately \$1.3 million of Hispanic Serving Institution (HSI) dollars. The HSI funds will most likely be allocated toward Title IV funding. The largest amount of money will be received for the ARPA Recovery Act and will be approximately \$21 million emergency funding to students and \$21 million institutional funding.</p> <p>Keith Sinor asked how we anticipate spending \$21 million of emergency funds for students. Teri responded they are envisioning this money will be cash payments that will go straight to students. We are working on a sorting mechanism to determine need. For the first round of CARES Act funds we had a survey where students checked what they need additional funding for and received up to \$1,200 based on response.</p> <p>Erica asked what the demand was on the first \$4.4 million. Teri responded that we were able to meet the demand and cover all students who requested funds, but there were more restrictions on these funds.</p> <p>Erica asked about students who were not able to come back last semester due to not being able to pay what they owe to the College. Teri responded we are looking at this but need to get our hands around the criteria to know how to manage</p>
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		<p>these requests. We believe we can fund this out of the institutional funds that will be received.</p> <p>Brenda added that the College cannot use funds to recruit students but need to look at how to bring them back. We are looking at bringing someone in to manage these funds and allocating payments to students.</p> <p>Keith asked if the 2019 summer enrollment compared to what we had last year falls under the “replace lost revenues” restriction. Teri responded that we are currently assessing how much revenue was lost last summer, last fall, and this spring in comparison to an average semester. This lost revenue can be allocated to the grant. This was not something we could do with past funds the College received. There is a lengthy reporting requirement to the government to show where funds are being allocated.</p> <p>Erica asked if employees working from home were reimbursed for their purchase of internet or anything that was needed to be able to work from home. Teri responded that we did not reimburse them but supplied them with a MiFi or whatever was needed for access if they did not already have internet or could not get it.</p> <p>Brenda reported that the College will continue San Jac Cares calls, increase marketing to focus on “lost” students during the pandemic, and focus on programs to retrain and upskill displaced workers. She also stated that commencement will be held in person on May 15th. It will be socially distanced and there will be two ceremonies. The College is also moving forward with space rentals and continues to host a COVID testing site with Harris County Public Health.</p>
<p>IX.</p>	<p>Review Proposed Updates to Board Bylaws</p>	<p>Brenda provided an overview of the bylaws and the tracked changes that were made. The proposed update to the bylaws were provided to Board members to review prior to the meeting in May with anticipation to be voted on in June.</p> <p>Marie Flickinger asked for clarification on “walking quorums.”</p> <p>Brenda responded that she will provide additional clarification on the proposed changes at the May Board workshop and asked that Board members send her any questions they have about the recommended changes.</p>

X.	Review Draft of 2021-2022 Annual Priorities	Brenda reviewed the draft 2021-2022 annual priorities. These have been modified from last year’s priorities and changes were made based on current needs. We tried to update these to address the pandemic and COVID related issues. Brenda provided an overview of the annual priorities and how they tie into the needs post-COVID. She asked the Board to read through these and send any questions. She would like to present them to the Board in May for approval.
XI.	Update on Diversity Progress – Additional Data	This item was tabled and will be reviewed in the next Board workshop.
XII.	Update on Generation Park Signage	Brenda provided an update on Generation Park signage and explained the College put in multiple applications but there seems to be different agencies that own different parts of the road where the signage is needed. There is also a requirement for 500 parking spots which we do not currently have. We have 399 now and will have another 400 by October. Teri explained that Chuck Smith is working on this. We will likely end up with two signs, one on the beltway and one on the feeder.
XIII.	Review of Calendar - Spring Commencement	Brenda reviewed the calendar and upcoming events with the Board. She provided preliminary plans for the Spring commencement ceremonies and Aspen Prize watch parties.
XIV.	General Discussion of Meeting Items	There was no additional discussion.
XV.	Adjournment	Chair Flickinger adjourned the workshop at 7:00 p.m.