

San Jacinto College District Board Workshop October 5, 2020

The Board of Trustees of the San Jacinto Community College District met by videoconference at 5:00 p.m., Monday, October 5, 2020, 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, John Moon, Jr., Dan Mims, Dr. Ruede Wheeler, Larry Wilson Absent: Keith Sinor Chancellor: Brenda Hellyer Other: Kacie Allen, Chris Gilbert, Allatia Harris, 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 5:05 p.m.
II.	Roll Call of Board Members	Marie Flickinger, Erica Davis Rouse, Dan Mims, John Moon, Jr., Keith Sinor (Absent), 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 5:06 p.m. a. Legal Matters - Attorney Chris Gilbert attended a portion of the closed session via conference call for the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized by law. Brenda Hellyer, Sandra Ramirez, Mandi Reiland, and Teri Zamora attended this portion of the closed session. 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"> • Chancellor Evaluation – Only Board members were present to conduct the Chancellor Evaluation. Brenda Hellyer rejoined session upon Board’s request. • Other Personnel Matters – It was determined that no other personnel matters needed to be discussed.
IV.	Reconvene in Open Meeting	<p>The meeting reconvened to the open meeting at 6:13 p.m.</p> <p>Sandra Ramirez, Mandi Reiland, and Teri Zamora rejoined the meeting.</p>
V.	Overview of Title IX Compliance and Training	<p>Sandra Ramirez provided an overview of Title IX including the definition of Title IX and why the College must comply as a government institution.</p> <p>She updated the Board on the current membership of the Title IX team. This team trains to be Title IX investigators and coordinators at least every two years to certify that they are current with the laws and investigative protocols. All employees, part-time and full-time, are legally obligated to report any Title IX incidents that they hear or observe. Not reporting an incident to the Title IX coordinator is a crime and is punishable by law.</p> <p>Sandra shared the Chief Executive Officer report on Title IX with the Board members. This document is a summary of the five Title IX incidents reported by employees and the number that employees failed to report, which was zero this year. The report will be reviewed with the Board annually moving forward. Dr. Hellyer is also required to inform the Texas Higher Education Coordinating Board (THECB) that the Board has reviewed this report, and it and will be posted to the College website.</p> <p>Sandra explained that filing a report does not necessarily mean filing a complaint. It could have been that someone heard something, or they reported something that was already being addressed.</p> <p>Dan Mims asked if we get involved in incidents involving students off campus since we do not have dorms. Sandra</p>

		<p>confirmed that since we do not have dorms or housing these numbers have historically been low.</p> <p>Sandra responded that it depends on the nature of the complaint. If it is a criminal matter, then police will be involved. It also depends on the location and if it is something that is controlled by the College. Sandra confirmed that since we do not have dorms or campus housing these numbers have historically been low. The College's Title IX team would review any reported incidents related to sexual misconduct if our athletes are involved.</p> <p>Marie Flickinger asked if the number is lower because of COVID or is this our normal number.</p> <p>Sandra replied that the number is very low in general. We are in the less than ten range annually.</p> <p>Sandra informed the group that we have a link for students and employees to report incidents anonymously.</p> <p>The Board Members were required to sign a form showing they have reviewed these materials, were presented the opportunity to ask any questions, and are aware that these incidents will be reported out annually.</p> <p>Sandra Ramirez left the workshop and Allatia Harris joined.</p>
<p>VI.</p>	<p>Discuss Board Self-Evaluation Process</p>	<p>The Board Members were provided a packet that included proposed modifications to the Board evaluation document with tracked changes. These changes were developed from the self-evaluation the Board completed in 2018. Trustee Keith Sinor reviewed the changes which included adding a section for additional comments and revisions to some of the wording. The tracked changes version is being provided to the Board for review. In addition, Keith's changes were sent to Marie Flickinger and she approved. The members supported the changes.</p> <p>Mandi Reiland will email the link to the Board members to complete their Board self-assessment. Once they are all complete, Keith will receive a report to analyze for the Board to discuss at the workshop in November.</p>

<p>VII.</p>	<p>Update on Property Tax Rate</p>	<p>Teri Zamora presented an update on the 2020 property tax rate. She defined two new terms, The No-New-Revenue and the Voter-Approval Rate. The No-New-Revenue (previously Effective Tax) Rate is a calculation that essentially provides the same total revenue as the prior year on the same taxable property. The Voter-Approval (previously Rollback) Rate is a combined rate of the Maintenance and Operations (M&O) rate that is eight percent (8%) higher than the Effective Tax M&O Rate, added to the Debt Rate. The No-New-Revenue Rate for 2020 is \$0.169358. She explained that a hearing is not required if this rate or a lower rate is approved. The rate being proposed is \$.01 less than last year's rate.</p> <p>Teri provided background on the College's property tax history. The 2020 rate is almost 5% less than 2019. The four-year history of the College's tax fees was reviewed. Growth over the last few years in our taxing district is evident. The proposed 2020 property tax rate being brought forward is \$0.111738 M&O rate, \$0.057620 debt rate, and \$0.169358 tax rate.</p> <p>Teri stated that the administration is recommending amending the 2020-2021 budget for unrestricted revenues and expenses related to the proposed adoption of the no-new-revenue total tax rate of \$0.169358 per \$100 valuation of taxable property located within the San Jacinto Community College District. She provided a timeline of the tax rate adoption schedule. The rate is anticipated to be approved at tonight's Board Meeting and will then be published on the website upon approval.</p> <p>Marie asked about the differences and questioned whether it is because of the new construction.</p> <p>Teri responded that 60% of the increase was new property and 40% was valuation increases on properties previously on the roll. When the original projections came out, 82% was new but those projections shifted. She stated that there is a lot of estimation, and our tax base will continue shifting every month between now and next August. Teri explained that she projects there will be more movement in 2022 and 2023. She received HCAD's plan for re-evaluation in the mail today, so she will be assessing this and providing an update.</p>
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<p>VIII.</p>	<p>Update on COVID-19 Responses</p>	<p>Teri provided an update on the CARES act funds received by the College and how these funds have been allocated. The College received three different types of funding (student aid, institutional, and minority serving institutions) through the Higher Education Emergency Relief Funds (HEERF). Additionally, the College received the Governor’s Emergency Education Relief (GEER) funds which were recently distributed through the THECB and include emergency educational grants, and we received an increase in Texas educational opportunity grant (TEOG) funding. Her presentation included the total amount awarded by each allocation and the costs these funds can cover. The College dispersed almost \$3.8 million of the student aid funding between the spring, summer, and fall semesters. The last of the funds will be dispersed in spring 2021. The College dispersed funds to 3,499 students between spring and summer, and 633 students in the fall.</p> <p>Erica Davis Rouse asked how many students applied for aid. Teri responded we helped about 60-65% of the students that applied for aid during each of the application periods. Some students that applied were not eligible.</p> <p>Teri continued through her presentation and explained that \$2.9 million of the institutional funding has been allocated and provided a breakdown of the expenses. Marketing costs and covering the cost of auxiliary workers who are now managing campus check-in and safety protocols are being allocated to the MSI fund. She provided the College’s plan for allocating remaining dollars from the CARES act; we have until April 23, 2021 to spend these funds. She provided an update on the allocation of the GEER Funds and the TEOG funding and their allowable costs. These two sources must be used to support students through tuition fees and supplemental expenses.</p> <p>Teri informed the group that FEMA may reimburse some things at 75%. We have submitted a FEMA request for</p>

		<p>\$200,000. It is a slow-moving process at the moment, and we plan to send a letter asking them to expedite our claims. We also expect another round of the Health and Economic Recovery Omnibus Emergency Solutions (HEROES) Act funding, so we are monitoring this.</p>
IX.	Discuss Legislative Appropriations Request	<p>Brenda provided an overview of the Legislative Appropriations Request (LAR). The LAR is our request for funding that goes through Texas Association of Community Colleges (TACC). The request is based on several inputs including TACC’s legislative committee and the THECB formula advisory committee. The original request was higher but was reduced to comply with the LAR instruction for no new formula funding requests. The College’s request was submitted to the Legislative Budget Board with a reference to the formal TACC request on September 18th. The total TACC baseline request was for \$1.83 billion to fund operations for FY 2022 and 2023, which is the same as last year. We also asked for an exceptional item request totaling \$50 million of non-formula funding with \$1 million being given to each community college for workforce initiative.</p>
X.	Update on Promise Program	<p>Dr. Allatia Harris presented an update on the Harris County Promise @ San Jac. The presentation included demographics and areas of study of the 492 students who are in the 2020 Promise cohort. She also covered how the Promise dollars have been allocated this semester. The Foundation funded scholarships for the Promise program totaling approximately \$137,000. She provided an overview of different types of financial aid and scholarships and how they were allocated to the 492 students in the Promise cohort.</p> <p>Erica asked if the students who received maximum Pell grants did not receive additional funds. Allatia replied this is correct.</p> <p>Allatia reviewed the projected cost to fund the Promise cohort over three years. The estimated cost is \$511,000. and does not include dual credit hours that students have earned. Most students will not require three years since they are full-time. This cohort’s cost is higher than originally projected due to COVID causing a change in the expected student population (i.e. more upper income who did not qualify for Pell). The College saw first time in</p>

		<p>college (FTIC) enrollment increase 23% from Promise schools, this is notable because FTIC enrollment was down 11% across the College. Promise has also increased the FTIC full-time student enrollment by 15.3%. The Promise headcount of FTIC males is 43%, the general headcount at San Jacinto College is 38.6%.</p> <p>Brenda commented that this is significant because we are down approximately 1,500 students in our headcount and 1,100 of those are male students.</p> <p>Allatia provided an overview of what we hope to learn from this cohort.</p> <p>Brenda added that we are also looking at how to manage costs related to books and open educational resources (OER) differently, as some students in this program still have not received their books. She provided next steps and questions we need to address soon. One suggestion is about if we need to consider an income cap as we had 143 Promise students who did not qualify for financial aid.</p> <p>Erica asked how these students were in the program if they did not receive financial aid. Brenda responded that the Foundation provided the funding through a scholarship.</p> <p>Brenda explained she would like to do another cohort and has looked at different scenarios on how to add one. One scenario includes an income cap, so we can limit the scholarship piece.</p> <p>Erica asked the reason for limiting the scholarship piece. Brenda responded that she feels the increased costs for scholarship is due to students not qualifying for financial aid, and the question is if we should consider ways such as an income cap to lower that scholarship cost.</p> <p>The group discussed implementing an income cap.</p> <p>After discussion, members said they would like to see models to add another Promise cohort with an income cap higher than \$85,000. A fundraising campaign through the Foundation was mentioned, and Brenda responded that one is being developed.</p> <p>Brenda will bring an update in November.</p>
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XI.	Discussion Regarding Plaques to be Placed in the Anderson-Ball Classroom Building	Brenda distributed a handout to show the Board what the proposed new plaque in the Anderson-Ball Classroom Building will look like. Members were comfortable with the design.
XII.	Review of 2008 Bond Budget Adjustments	Teri provided an overview of the proposal for the remaining 2008 Bond spend. The redundant chiller and chiller optimization cost less than proposed so the College is requesting to put these funds toward replacing the air conditioning in A-1. No official action is needed until the contracts need to be approved.
XIII.	Construction Update	Teri provided an update on the fire that occurred in the Davison Building on Central Campus. A subcontractor performing a punch-list item of power washing the building allowed water under extreme pressure to enter the electric panel causing an electric fire. We are currently awaiting formal permission for insurers of the contractor and subcontractor to begin repairs. Items will be returned to new condition with no expense to the College. This has been acknowledged by the contractor and subcontractor and the timeline is one to two weeks. Due to limited time, Brenda asked the Board to review the handout on the remaining construction updates and let her know if there are any questions.
XIV.	Review of Calendar	Brenda reviewed the calendar with the Board.
XV.	General Discussion of Meeting Items	Brenda asked if there were any items from the meeting agenda that the members would like to review. There were no additional items to discuss.
XVI.	Adjournment	Workshop adjourned at 7:16 p.m.