

San Jacinto Community College District
Regular Board Meeting Minutes
December 9, 2024

The Board of Trustees of the San Jacinto Community College District met at 7:00 p.m. for a regularly scheduled Board meeting on Monday, December 9, 2024, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

Attendance

Members: Dr. Michelle Cantú-Wilson, Erica Davis Rouse, Dan Mims, John Moon, Jr., Salvador Serrano Jr. (appointed and sworn in during the meeting), Keith Sinor, Larry Wilson

Chancellor: Brenda Hellyer

Others Present: Kacie Allen, Tanesha Antoine, Samuel Arredondo, Rhonda Bell, Jesse Bernal, Christian Bionat, Peter Blatner, Tiffany Burton, Robert Cage, Matt Crow, Kim DeLauro, Destry Dokes, Amanda Fenwick, Abby Fusilier, Bella Fusilier, Gustavo Garcia, Paola Gonzalez, George González, Allatia Harris, Damon Harris, Carin Hutchins, Bryan Jones, Matt Keim, Kara Kennebrew, Aaron Knight, Pricilla Lerma, Nicolas Martinez, Kevin McKisson, DeRhonda McWaine, Lamar McWaine, Kelly Mizell, Courtney Morris, Kevin Morris, Alexander Okwonna, Joe Pena, Paul Puente, JR Ragaisis, Sandra Ramirez, Mandi Reiland, Shelley Rinehart, Esmeralda Serrano, Chuck Smith, Danny Snooks, Rob Stanicic, John Stauffer, Jessica Tello, Anthony Terrazas, Ken Tidwell, Elizabeth Weldow, Niki Whiteside, Van Wigginton, Chris Wild, Laurel Williamson, Teri Zamora

I. Call the Meeting to Order

Acting Chair Moon, Jr. called the regular meeting of the Board of Trustees to order at 7:01 p.m.

II. Roll Call of Board Members

Acting Chair Moon, Jr. conducted a roll call of the Board members.

Dr. Michelle Cantú-Wilson
Erica Davis Rouse, Assistant Secretary
Dan Mims
Keith Sinor, Secretary
Larry Wilson

III. Invocation and Pledge to the Flags

The invocation was given by Sandra Ramirez. The pledges to the American and Texas flags were led by Dan Mims.

IV. Special Announcements, Recognitions, Introductions, and Presentations

1. Allatia Harris and John Stauffer recognized San Jacinto College for receiving the North American Marine Environment Protection Association (NAMEPA) 2024 Maritime Academies Award.
2. The National Apprenticeship Week recognition was tabled.

V. Student Success Presentations

George González provided an update on high school capture rates.

VI. Communications to the Board of Trustees

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

1. December Opportunity News
2. Letter of thanks from a College employee
3. SACSCOC Fifth Year Report

VII. Public Comment

There was one citizen desiring to speak before the Board.

1. Elizabeth R. Weldow

VIII. Informative Reports to the Board

Acting Chair Moon, Jr. indicated such reports were available in the Board documents and online.

- A. San Jacinto College Financial Statements
 1. San Jacinto College Monthly Financial Statements October 2024
 2. San Jacinto College Monthly Investment Report October 2024
- B. San Jacinto College Foundation Financial Statements
 1. October 2024
 2. Financial Audit Years Ended June 30, 2024 and 2023
- C. Capital Improvement Program

IX. Consideration of Appointment of San Jacinto Community College District Trustee, Position 3

Acting Chair Moon, Jr. stated that the resignation of Board Chair Marie Flickinger on November 4, 2024, created a vacancy in the Board of Trustees, Position 3. At that same meeting, the Board voted to fill the vacancy by appointment. An announcement was posted on the College website from 10:00 a.m. on November 5, 2024, through 5:00 p.m. on November 19, 2024, for interested parties to file applications. A subsequent review of all applications and an interview process was conducted by the remaining Board members, and the recommended candidate was identified. The selected candidate will fill the unexpired term of the open Position 3, which expires at the June 2025 Board meeting, when the candidate winning the May 2025 election for Position 3 will be sworn in to begin a new six-year term. Approval of this item will seat the selected candidate on the Board of Trustees of San Jacinto Community College District to fill the unexpired portion of the current term for Position 3. The recommended wording for this motion was provided to members of the Board.

Motion 10408:

Dr. Michelle Cantú-Wilson motioned to appoint Salvador Serrano Jr. to Position 3 of the San Jacinto Community College District Board of Trustees.

Motion moved by Dr. Michelle Cantú-Wilson and motion seconded by Larry Wilson. Motion carried.

Yeas: Cantú-Wilson, Davis Rouse, Mims, Moon, Jr., Sinor, Wilson

Nays: None

- X. Statement of Officer and Oath of Office Administered to Recently Appointed Trustee
Attorney Daniel Snooks administered the oath of office to appointed Trustee for Position 3, Salvador Serrano Jr.

No vote required.

- XI. Consideration of Approval of Election of Officer(s) for the Board of Trustees

Motion 10409:

Keith Sinor nominated Dan Mims to serve as Chair. Larry Wilson seconded the nomination. No other nominations for Chair were made. No other nominations for officers were made.

Motion moved by Keith Sinor and motion seconded by Larry Wilson. Motion carried.

Yeas: Cantú-Wilson, Davis Rouse, Mims, Moon, Jr., Serrano Jr., Sinor, Wilson

Nays: None

Dan Mims assumed the role of Chair of the Board.

The other officers remained the same:

John Moon, Jr., Vice Chair

Keith Sinor, Secretary

Erica Davis Rouse, Assistant Secretary

Newly elected Chair, Dan Mims, assigned each trustee to a committee as follows:

Building Committee

1. John Moon, Jr., Committee Chair
2. Dr. Michelle Cantú-Wilson
3. Salvador Serrano Jr.

Finance Committee

1. Keith Sinor, Committee Chair
2. Erica Davis Rouse
3. Larry Wilson

As Chair, Dan Mims will serve as ex-officio on both committees.

- XII. Consideration of Approval of Amendment to the 2024-2025 Budget for Restricted Revenue and Expenses Relating to Federal, State, and Local Grants/Contracts

Motion 10410:

Motion moved by Larry Wilson and motion seconded by Dr. Michelle Cantú-Wilson. Motion carried.

Yeas: Cantú-Wilson, Davis Rouse, Moon, Jr., Serrano Jr., Sinor, Wilson

Nays: None

- XIII. Consideration of Acceptance of the 2023-2024 Annual Comprehensive Financial Report

Motion 10411:

Motion moved by Keith Sinor and motion seconded by John Moon, Jr. Motion carried.

Yeas: Cantú-Wilson, Davis Rouse, Moon, Jr., Sinor, Wilson

Nays: None

Abstain: Salvador Serrano Jr.

- XIV. Consideration of Approval of the 2025-2026 Academic Calendar

Motion 10412:

Motion moved by Erica Davis Rouse and motion seconded by Larry Wilson. Motion carried.

Yeas: Cantú-Wilson, Davis Rouse, Moon, Jr., Serrano Jr., Sinor, Wilson

Nays: None

- XV. Consideration of Approval of Memorandum of Understanding with Family Christian Academy for Dual Credit

Motion 10413:

Motion moved by John Moon, Jr. and motion seconded by Keith Sinor. Motion carried.

Yeas: Cantú-Wilson, Davis Rouse, Moon, Jr., Serrano Jr., Sinor, Wilson

Nays: None

- XVI. Consideration of Approval of Memorandum of Understanding with Aldine Independent School District for Dual Credit

Motion 10414:

Motion moved by Larry Wilson and motion seconded by Keith Sinor. Motion carried.

Yeas: Cantú-Wilson, Davis Rouse, Moon, Jr., Serrano Jr., Sinor, Wilson

Nays: None

- XVII. Consideration of Approval of Extension of Current Memorandum of Understandings with Local Independent School Districts for Dual Credit

Motion 10415:

Motion moved by Dr. Michelle Cantú-Wilson and motion seconded by John Moon, Jr.

Yeas: Cantú-Wilson, Davis Rouse, Moon, Jr., Serrano Jr., Sinor, Wilson

Nays: None

- XVIII. Consideration of Approval of Restructure of Accuplacer English as a Second Language Test Student Retest Charges Effective January 1, 2025

Motion 10416:

Motion moved by Dr. Michelle Cantú-Wilson and motion seconded by Keith Sinor. Motion carried.

Yeas: Cantú-Wilson, Davis Rouse, Moon, Jr., Serrano Jr., Sinor, Wilson

Nays: None

- XIX. Consideration of Approval of Policy V.5003.C, Appropriate Use of Copyright and Trademarked Materials – Second Reading

Motion 10417:

Motion moved by Larry Wilson and motion seconded by Dr. Michelle Cantú-Wilson. Motion carried.

Yeas: Cantú-Wilson, Davis Rouse, Moon, Jr., Serrano Jr., Sinor, Wilson

Nays: None

- XX. Consideration of Purchasing Requests

#1	Consideration of Approval to Contract for Property Insurance Brokerage and Risk Management Services	\$	4,800,000
#2	Consideration of Delegation of Authority to Contract for Biotechnology Equipment		3,000,000
#3	Consideration of Approval to Purchase Online Test Proctoring Solution		584,000

#4	Consideration of Approval to Purchase Electronic Access Control Products and Services	330,000
#5	Consideration of Approval for Additional Funds and Contract Renewal for Full Catering Services	310,000
#6	Consideration of Approval to Contract for Consulting and Engineering Services	300,000
TOTAL OF PURCHASE REQUESTS		<u>\$ 9,324,000</u>

Motion 10418:

Motion moved by Keith Sinor and motion seconded by Dr. Michelle Cantú-Wilson. Motion carried.

Yeas: Cantú-Wilson, Davis Rouse, Moon, Jr., Serrano Jr., Sinor, Wilson

Nays: None

XXI. Consent Agenda

- A. Approval of the Minutes for the November 4, 2024, Workshop and Regular Board Meeting
- B. Approval of the Budget Transfers
- C. Approval of Personnel Recommendations, Extra Service Agreements (ESA), and 2024-2025 Part-Time Hourly Salary Schedule
- D. Approval of the Affiliation Agreements
- E. Approval of the Next Regularly Scheduled Meeting
- F. Approval of the Minutes for the December 2, 2024, Special Board Meeting

Motion 10419:

Motion moved by Larry Wilson and motion seconded by John Moon, Jr. Motion carried.

Yeas: Cantú-Wilson, Davis Rouse, Moon, Jr., Serrano Jr., Sinor, Wilson

Nays: None

XXII. Items for Discussion/Possible Action

There were no additional items discussed.

XXIII. Adjournment

Acting Chair Moon, Jr. adjourned the meeting at 7:46 p.m.