

## San Jacinto College District Board Workshop April 3, 2023

The Board of Trustees of the San Jacinto Community College District met for a Board Workshop at 5:30 p.m., Monday, April 3, 2023, in Room 201 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

### MINUTES

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|             | <b>Board Workshop Attendees:</b>  | <b>Board Members:</b> Marie Flickinger, Erica Davis Rouse, Dan Mims, John Moon, Jr. (absent), Keith Sinor (absent), Dr. Ruede Wheeler, Larry Wilson<br><b>Chancellor:</b> Brenda Hellyer<br><b>Other:</b> Sandra Ramirez, Mandi Reiland, Teri Zamora  |
|             | <b>Agenda Item:</b>   | <b>Discussion/Information</b>   |
| <b>I.</b>   | <b>Call the Meeting to Order</b>  | Chair Flickinger called the workshop to order at 5:31 p.m.  |
| <b>II.</b>  | <b>Roll Call of Board Members</b>   | Board Chair Flickinger conducted a roll call of the Board members:<br><br>Erica Davis Rouse<br>Marie Flickinger<br>Dan Mims<br>John Moon, Jr. (absent)<br>Keith Sinor (absent)<br>Dr. Ruede Wheeler<br>Larry Wilson   |
| <b>III.</b> | <b>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</b> | 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.<br>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.<br><br>It was determined after the time of posting that a closed session was not needed. |

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| <p><b>IV.</b></p> | <p><b>Review of Insurance Renewals</b></p> | <p>Teri Zamora provided an update on the College’s insurance coverage. The College’s total insurable value has increased from \$1.039 billion last year to \$1.068 billion this year. The increase is due to construction cost inflation and updated values from new renovations. Other factors in the increase are the rate increased from \$0.346 per \$100 to \$0.433 per \$100 and the named storm deductible increased one percent. We will be increasing the named storm deductible from 2 percent to three percent of insured value for each building.</p> <p>Dan Mims asked if the winter storms are included in this category. Teri responded that there is a certain amount of severity that causes these storms to be named. When any storm, including a winter storm, becomes officially named, it will be included in this deductible.</p> <p>This year’s total premium has increased \$1 million from last year (\$3.6 million to \$4.6 million). There has been an increase in commercial premiums due to the volume of severe storms, inflation, and tighter underwriting.</p> <p>Dr. Brenda Hellyer added that the College has a consultant who works with the broker to understand the insurance market and determine the best approach for obtaining coverage.</p> <p>Larry Wilson asked why the flood insurance is capped at \$70 million. Teri responded that the College has an additional separate flood insurance which renews at a different time.</p> <p>The cost for liability/casualty coverage in increasing by \$37,178 (10.6 percent). Teri provided a chart to show the increase in each type of coverage along with a chart to illustrate other insurance coverages that renew throughout the year.</p> <p>Unless prevented by extreme market volatility, requests for proposals will be issued in fall 2023 for property insurance and liability/casualty insurance, to prepare for spring 2024 insurance renewals.</p> |
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|     |   | Brenda informed the Board that these insurance renewals will be included in the purchasing request items to be voted on this evening.  |
| V.  | <b>Update on May 2023 Board Election</b>                                      | <p>Teri provided an update on the May 2023 Board Election, including a timeline showing what steps of the election process have been completed and which are still pending. The first day of early voting will be April 24 with the last day of early voting being May 2, and election day is May 6. A special Board meeting will be held on May 15 to canvass Board election results.</p> <p>Teri provided a timeline of election communications including news releases and social media campaigns.</p> <p>Marie Flickinger recommended confirming if the Pasadena Citizen is still being printed through the Houston Chronicle.</p> <p>Teri responded that this is the list we have worked with in the past, but she will confirm.</p> <p>There are currently 29 early voting locations with 13 being in San Jacinto College’s taxing district and 126 election day voting locations with 57 in the College’s taxing district. Teri provided a list of the early voting sites in the College’s taxing district.</p> |
| VI. | <b>Update on Process for Revising Outside Employment Policy and Procedure</b> | <p>Sandra provided background on why the Outside Employment Policy and Procedure Task Force is being formed. The College is working to revise the current policy and procedure due to gaps in:</p> <ul style="list-style-type: none"> <li>• evaluating outside employment</li> <li>• defining parameters that may apply to outside employment,</li> <li>• disclosing of outside employment, and</li> <li>• determining what is considered a conflict of interest.</li> </ul> <p>Sandra explained a revised policy and procedure addressing the above gaps went out for College-wide comments and over 40 comments were received from employees. The Strategic Leadership Team (SLT) reviewed all the feedback and decided to form this task force which includes the Faculty Senate President, Staff Organization Chair, and Administrative Organization Chair along with ten additional employees. Sandra will serve as</p>   |

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|                    |  | <p>the SLT sponsor. The first meeting will be April 14, and the task force is intended to conclude in June. This task force will have the opportunity to review all of the employee comments and will work together to bring forward a revised policy and procedure by June. The proposed policy and procedure will go to the SLT for approval then be sent out College-wide for feedback. The intention is for the revised policy and procedure to be brought to the Board for first reading in the September/October time frame.</p> <p>Erica Davis Rouse asked what the College is wanting to achieve with this policy.<br/>Sandra responded that the purpose is about the open dialogue an employee and leader should be having when engaging about outside employment.</p> <p>Brenda added that this is not trying to prevent employees from having a second job. It is about the structure that needs to be put in place to support the work at the College and how to manage part-time work. Sandra will bring an attorney in and step out of the meeting to allow employees to ask questions directly. Our intent is to develop processes to manage outside employment efforts.</p> |
| <p><b>VII.</b></p> | <p><b>Update on State and Federal Legislative Sessions and the Texas Commission on Community College Finance</b></p> | <p>Brenda provided an overview of the State and Federal legislative sessions.</p> <p>On the Federal side, Teri Crawford, Ken Tidwell, Jeff Pearce, and four San Jacinto College students traveled to Washington, D.C., during the week of March 27 with the Economic Alliance Houston Port Region for its annual Washington DC Fly-In. The team participated in multiple meetings with members of Congress as well as with the National Association of Manufacturers and the Association of Fuel and Petroleum Manufacturers. The students did a fantastic job talking about PELL grants and requesting that lawmakers consider short-term PELL, removing the federal income tax on PELL, and requesting \$30 million for the Maritime Centers of Excellence program.</p> <p>The House also met and passed H.R. 1 which is noted as the Lower Energy Costs Act. The bill will move to the Senate for consideration.</p>   |

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|  |  | <p>On the State side, now that the 88<sup>th</sup> Legislature has passed the halfway mark, the members are able to vote on legislation and there has been many bills moving.</p> <p>Important to community colleges is the Community College Finance Commission bill, HB 8 and its companion SB 2539. In the House, HB 8 was heard in committee and had a substitute added. It has passed out of the committee and is in the calendar committee to be scheduled for the House floor. We are hearing that this will possibly be heard the week of April 17. The Senate bill will be left pending in committee until HB 8 moves over to the Senate, and then HB 8 will most likely become the bill that moves forward. Funding for HB 8 is in HB 1 (Budget Bill) as a rider. HB 1 has passed out of the appropriations committee and out of the calendars committee and is schedule for the House floor on Thursday, April 6.</p> <p>We are monitoring multiple bills including several that will allow Texas State Technical College (TSTC) to expand along with another for a \$1 billion endowment to fund TSTC capital projects. Three of the expansion bills will be heard in House Higher Education on Monday, April 3. The funding bill, SJR 81 (Senate Joint Resolution), was heard in the Senate Higher Education Committee on March 30 and was left pending.</p> <p>Another bill we are monitoring is SB 2335 which would create a Texas Higher Education Accreditation Commission, independent state agency directly accountable to the Governor. The Accreditation Commission members would be appointed by the Governor, Lt. Governor, and the Speaker. Two-thirds of the Commission must be an employer, or a representative of an employer association in target occupations determined by the Texas Workforce Commission.</p> <p>The Commission would: 1) set standards and evaluate each accreditation agency biennially according to those standards; 2) list required assessments of the colleges under accrediting agency for labor outcomes, education outcomes, and, actions taken by the agency that hinder the authority of institutions governing board or its accountability to legislature; 3) rank the agencies in a biennial report to state leadership and relevant chairs; and 4) note any agency that should not be approved. After 15</p> |
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|              |  | <p>years, the institutions of higher education must switch from a 'satisfactory' agency to another approved accrediting agency. After 20 years, the institution of higher education must switch from an 'exemplary' rating to another agency. The enforcement for this law is that state funding will be removed from intuitions that do not comply. Adverse impacts from the created agency can be brought to court for an amount up to the total federal funding, court costs and attorney fees. The Texas Higher Education Coordinating Board (THECB) must fulfill this ranking by September 2024.</p> <p>San Jacinto College has submitted comments to Senator Middleton who is the bill author. The comments essentially are requesting clarity on the timing based on when each institution's accreditation is due to renew. With the threat of removing all state funding, we believe it is critical to have clarity on the timing of implementation expectations.</p> <p>There are other bills we are monitoring, but these are the key bills moving at this time.</p> |
| <b>VIII.</b> | <b>Review of Calendar</b>                  | <p>Brenda reviewed upcoming events on the Board calendar and asked the Board members to let Mandi Reiland know if they would like to attend any of the listed events.</p>  |
| <b>IX.</b>   | <b>General Discussion of Meeting Items</b> | <p>Brenda informed the Board that they will have a purchasing request item to renew the contract for the delinquent property taxes with Danny Snooks for one year. The Board was provided a document to illustrate the College's historical collection rates off of each year's levy in comparison to other local colleges, school districts, and Harris County to determine if we are experiencing the same collection rates as these other entities.</p> <p>Erica asked if there is a difference in how Danny Snooks in compensated versus a larger company. Teri responded that there is no difference, and it is a standard process.</p> <p>Brenda added that the Board also has a resolution to approve Community College month which is designated in the month of April by the American Association of Community College Trustees (ACCT). The College's Marketing team put together a social media campaign and provided suggested text to share on social media.</p>   |

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| <b>X.</b> | <b>Adjournment</b> | Chair Flickinger adjourned the workshop at 6:30 p.m. |
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