

March 1, 2024

**NOTICE OF MEETING
BOARD OF TRUSTEES
SAN JACINTO COMMUNITY COLLEGE DISTRICT**

The Board of Trustees of the San Jacinto Community College District will meet for a regularly scheduled Board meeting at 7:00 p.m. on Monday, March 4, 2024, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

The live-stream of this meeting can be accessed as follows:
www.sanjac.edu/about/board-trustees/board-meeting-videos

An electronic copy of the agenda packet is available on the College's website as follows:
www.sanjac.edu/about/board-trustees/#Board_of_trustees_meetings

Members of the public who desire to address the Board must comply with the following registration procedures:

A link to a public comments form is available at: www.sanjac.edu/request-speak-to-board
The form must be completed prior to 11:00 a.m. on March 4, 2024. After completion of the form, the requestor will be contacted with further instructions. Registered participants will be allotted five minutes to address the Board of Trustees during the "Public Comment" portion of the meeting. Discussion shall be addressed to the Board Chair and the entire membership of the Board. Discussion shall be limited solely to the matter indicated on the request form. Members of the Board of Trustees and/or administration may not comment or deliberate during a public comment period at the meeting except to state that the Chancellor or designee may follow-up, when appropriate.

The open portions of this meeting will be recorded and made available to the public on the College's website.

Any questions regarding this meeting notice can be directed to Mandi Reiland, Manager of Executive Operations for the Chancellor and Board of Trustees at mandi.reiland@sjcd.edu.

**BOARD MEETING
AGENDA**

I. Call the Meeting to Order

II. Roll Call of Board Members

III. Invocation and Pledge to the Flags

IV. Special Announcements, Recognitions, Introductions, and Presentations

A. Recognition of the Monument Award Recipients

Presenters: Sandra Ramirez, Laurel Williamson, Amanda Fenwick

B. Recognition of Tanya Stanley for Being Named a Delegate for the United Nations: We the Future Summit

Presenter: Van Wigginton

C. Highlights from the Board of Trustees Institute

Presenter: John Moon, Jr.

V. Student Success Presentations

A. Financial Aid & Scholarships

Presenters: Joanna Zimmermann, JoEllen Price

VI. Communications to the Board of Trustees

VII. Public Comment

VIII. Informative Reports to the Board

A. San Jacinto College Financial Statements

1. San Jacinto College Monthly Financial Statements January 2024

2. San Jacinto College Monthly Investment Report January 2024

B. San Jacinto College Foundation Financial Statements

C. Capital Improvement Program

D. San Jacinto College Building Committee Minutes

E. San Jacinto College Finance Committee Minutes

ACTION ITEMS

IX. Consideration of Approval of Amendment to the 2023-2024 Budget for Restricted Revenue and Expenses Relating to Federal, State, and Local Grants/Contracts

X. Consideration of Approval of Policy III.3006.E, Use of Equipment - Second Reading

XI. Consideration of Rescission of Policy IV-C-14, Policy for College Officials Serving on Committees, Commissions, Boards or Agencies, and Approval of Policy III.3006.F, Institutional Representation - Second Reading

XII. Consideration of Approval of Tuition Schedule and Other Student Charges for Fiscal Year 2025

XIII. Consideration of Approval of Tuition Exemptions and Waivers for Fiscal Year 2025

XIV. Consideration of Approval of Increase in Percentage Tuition Discount for Employee Dependents and Spouse

XV. Consideration of Approval of Matching Funds for Harris County Precinct 2 Grant

XVI. Consideration of Approval of Memorandum of Understanding with Local Independent School Districts for College Transition Math and English Courses

XVII. Consideration of Approval of Memorandum of Understanding for Dual Credit Home School Students

XVIII. Consideration of Approval of 2023-2024 Administrator Salary Schedule

XIX. Consideration of Approval of Various Human Resources, Employee Relations Policies and Procedures - First Reading (Informational Item)

XX. Consideration of Approval of Policy III.3010.A, Information Resources - First Reading (Informational Item)

XXI. Consideration of Approval of Policy III.3007.A, Purchasing and Policy III.3007.D, Bidding - First Reading (Informational Item)

PURCHASING REQUESTS

XXII. Consideration of Purchasing Requests

CONSENT AGENDA

XXIII. Consent Agenda

(Any item placed on the consent agenda shall be removed and taken up as a separate matter, if so requested by any member of the Board, otherwise all items will be voted on with one (1) motion.)

A. Approval of the Minutes for the January 29, 2024, Workshop and Regular Board Meeting

B. Approval of the Budget Transfers

C. Approval of Personnel Recommendations

D. Approval of the Affiliation Agreements

E. Approval of the Next Regularly Scheduled Meeting

XXIV. Items for Discussion/Possible Action

(Items removed from the Consent Agenda or items discussed in closed session, will be considered at this time)

XXV. Adjournment

Closed Session Authority

If, during the course of the meeting covered by this Notice, the Board should determine that a closed or executive meeting or session of the Board should be held or is required in relation to any items included in this Notice, then such closed or executive meeting or session as authorized by Section 551.001 *et seq.* of the Texas Government Code (the Open Meetings Act) will be held by the Board at that date, hour and place given in this Notice or as soon after the commencement of the meeting covered by the Notice as the Board may conveniently meet in such closed or executive meeting or session concerning any and all subjects and for any and all purposes permitted by Sections 551.071, inclusive, of the Open Meetings Act, including, but not limited to:

Section 551.071 – For the purpose of a private consultation with the Board’s attorney on any or all subjects or matters authorized by law.

Section 551.072 –For the purpose of discussing the purchase, exchange, lease or value of real property.

Section 551.073 – For the purpose of considering a negotiated contract for a prospective gift or donation.

Section 551.074 – 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.

Section 551.076 – To consider the deployment, or specific occasions for implementation, of security personnel or devices; or a security audit.

Section 551.084 – For the purpose of excluding a witness or witnesses from a hearing during examination of another witness.

Section 551.087 – To discuss or deliberate regarding commercial or financial information that the Board has received from a business prospect that the Board seeks or may seek to have locate, stay, or expand in or near the territory of the College and with which the Board is conducting economic development negotiations or to deliberate the offer of a financial or other incentive to such business prospect.

Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any matter considered in such closed or executive meeting or session, then such final action, final decision, or final vote shall be at either:

- A. The open meeting covered by this Notice upon the reconvening of the public meeting, or
- B. At a subsequent public meeting of the Board upon notice thereof, as the Board shall determine.

Certification as to Posting or Giving of Notice

On this day, March 1, 2024, this notice was posted to the College’s website, on a bulletin board located at a place convenient to the public at the administrative building of the San Jacinto Community College District, 4624 Fairmont Parkway, Pasadena, Texas, and is readily accessible to the public upon request.

Brenda Hellyer, Ed.D.